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**WARRANT FOR THE
STATE PRIMARY
The Commonwealth of Massachusetts
TUESDAY, SEPTEMBER 14, 2010**

Norfolk, ss.

To either of the Constables of the Town of Needham

GREETING:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries to vote at their respective voting places in said Town, namely:

PRECINCT A – Hillside School - Gymnasium
PRECINCT B – Hillside School - Gymnasium
PRECINCT C – Newman School – Gymnasium
PRECINCT D – Newman School - Gymnasium
PRECINCT E – Pollard Middle School – Inner Room

PRECINCT F – Stephen Palmer Community Room
PRECINCT G – Broadmeadow School - Performance Ctr.
PRECINCT H – Broadmeadow School - Performance Ctr.
PRECINCT I – Wm. Mitchell School – Gymnasium
PRECINCT J – Wm. Mitchell School - Gymnasium

**ON TUESDAY, THE FOURTEENTH DAY
OF SEPTEMBER, 2010**

From 7:00 A.M. to 8:00 P.M. for the following purposes:

To cast their votes in the State Primary for the candidates of Political Parties for the following offices:

GOVERNOR	For This Commonwealth
LT. GOVERNOR	For This Commonwealth
ATTORNEY GENERAL	For This Commonwealth
SECRETARY OF STATE	For This Commonwealth
TREASURER	For This Commonwealth
AUDITOR	For This Commonwealth
REPRESENTATIVE IN CONGRESS	For Ninth (9 th) Congressional District
COUNCILLOR	For Second (2 nd) Councillor District
SENATOR IN GENERAL COURT	For Norfolk, Bristol, and Middlesex Senatorial District
REPRESENTATIVE IN GENERAL COURT	For Thirteenth (13 th) Norfolk Representative District
DISTRICT ATTORNEY	For Norfolk District
SHERIFF	For Norfolk County
COUNTY COMMISSIONERS	For Norfolk County

**The Polls Will Be Open From
7:00 A.M. to 8:00 P.M.**

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.
Given under our hands this 10th day of August, A.D. 2010.

JOHN A. BULIAN, *Chairman*
DENISE C. GARLICK, *Vice Chairman*
GERALD A. WASSERMAN, *Clerk*
MAURICE P. HANDEL
DANIEL P. MATTHEWS
Selectmen of Needham

A true copy,
ATTEST _____ 2010
Constable (month) (day)

**WARRANT FOR THE
STATE ELECTION
The Commonwealth of Massachusetts
TUESDAY, NOVEMBER 2, 2010**

Norfolk, ss.

To either of the Constables of the Town of Needham

GREETING:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries to vote at their respective voting places in said Town, namely:

PRECINCT A – Hillside School - Gymnasium
PRECINCT B – Hillside School - Gymnasium
PRECINCT C – Newman School – Gymnasium
PRECINCT D – Newman School - Gymnasium
PRECINCT E – Pollard Middle School – Inner Room

PRECINCT F – Stephen Palmer Community Room
PRECINCT G – Broadmeadow School - Performance Ctr.
PRECINCT H – Broadmeadow School - Performance Ctr.
PRECINCT I – Wm. Mitchell School – Gymnasium
PRECINCT J – Wm. Mitchell School - Gymnasium

**ON TUESDAY, THE SECOND DAY
OF NOVEMBER, 2010**

From 7:00 A.M. to 8:00 P.M. for the following purposes:

To cast their votes in the State Primary for the candidates of Political Parties for the following offices:

GOVERNOR/ LT. GOVERNOR	For This Commonwealth
ATTORNEY GENERAL	For This Commonwealth
SECRETARY OF STATE	For This Commonwealth
TREASURER	For This Commonwealth
AUDITOR	For This Commonwealth
REPRESENTATIVE IN CONGRESS	For Ninth (9th) Congressional District
COUNCILLOR	For Second (2nd) Councillor District
SENATOR IN GENERAL COURT	For Norfolk, Bristol, and Middlesex Senatorial District
REPRESENTATIVE IN GENERAL COURT	For Thirteenth (13th) Norfolk Representative District
DISTRICT ATTORNEY	For Norfolk District
SHERIFF	For Norfolk County
COUNTY COMMISSIONERS	For Norfolk County

QUESTION 1: Law Proposed by Initiative Petition

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 4, 2010?

SUMMARY

This proposed law would remove the Massachusetts sales tax on alcoholic beverages and alcohol, where the sale of such beverages and alcohol or their importation into the state is already subject to a separate excise tax under state law. The proposed law would take effect on January 1, 2011.

A YES VOTE would remove the state sales tax on alcoholic beverages and alcohol where their sale or importation into the state is subject to an excise tax under state law.

A NO VOTE would make no change in the state sales tax on alcoholic beverages and alcohol.

YES: _____
NO: _____

QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 4, 2010?

SUMMARY

This proposed law would repeal an existing state law that allows a qualified organization wishing to build government-subsidized housing that includes low- or moderate-income units to apply for a single comprehensive permit from a city or town's zoning board of appeals (ZBA), instead of separate permits from each local agency or official having jurisdiction over any aspect of the proposed housing. The repeal would take effect on January 1, 2011, but would not stop or otherwise affect any proposed housing that had already received both a comprehensive permit and a building permit for at least one unit.

~ OVER ~

Under the existing law, the ZBA holds a public hearing on the application and considers the recommendations of local agencies and officials. The ZBA may grant a comprehensive permit that may include conditions or requirements concerning the height, site plan, size, shape, or building materials of the housing. Persons aggrieved by the ZBA's decision to grant a permit may appeal it to a court. If the ZBA denies the permit or grants it with conditions or requirements that make the housing uneconomic to build or to operate, the applicant may appeal to the state Housing Appeals Committee (HAC).

After a hearing, if the HAC rules that the ZBA's denial of a comprehensive permit was unreasonable and not consistent with local needs, the HAC orders the ZBA to issue the permit. If the HAC rules that the ZBA's decision issuing a comprehensive permit with conditions or requirements made the housing uneconomic to build or operate and was not consistent with local needs, the HAC orders the ZBA to modify or remove any such condition or requirement so as to make the proposal no longer uneconomic. The HAC cannot order the ZBA to issue any permit that would allow the housing to fall below minimum safety standards or site plan requirements. If the HAC rules that the ZBA's action was consistent with local needs, the HAC must uphold it even if it made the housing uneconomic. The HAC's decision is subject to review in the courts.

A condition or requirement makes housing "uneconomic" if it would prevent a public agency or non-profit organization from building or operating the housing except at a financial loss, or it would prevent a limited dividend organization from building or operating the housing without a reasonable return on its investment.

A ZBA's decision is "consistent with local needs" if it applies requirements that are reasonable in view of the regional need for low- and moderate-income housing and the number of low-income persons in the city or town, as well as the need to protect health and safety, promote better site and building design, and preserve open space, if those requirements are applied as equally as possible to both subsidized and unsubsidized housing. Requirements are considered "consistent with local needs" if more than 10% of the city or town's housing units are low- or moderate-income units or if such units are on sites making up at least 1.5% of the total private land zoned for residential, commercial, or industrial use in the city or town. Requirements are also considered "consistent with local needs" if the application would result, in any one calendar year, in beginning construction of low- or moderate-income housing on sites making up more than 0.3% of the total private land zoned for residential, commercial, or

industrial use in the city or town, or on ten acres, whichever is larger.

The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

A YES VOTE would repeal the state law allowing the issuance of a single comprehensive permit to build housing that includes low- or moderate-income units.

A NO VOTE would make no change in the state law allowing issuance of such a comprehensive permit.

YES: _____

NO: _____

QUESTION 3: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 4, 2010?

SUMMARY

This proposed law would reduce the state sales and use tax rates (which were 6.25% as of September 2009) to 3% as of January 1, 2011. It would make the same reduction in the rate used to determine the amount to be deposited with the state Commissioner of Revenue by non-resident building contractors as security for the payment of sales and use tax on tangible personal property used in carrying out their contracts.

The proposed law provides that if the 3% rates would not produce enough revenues to satisfy any lawful pledge of sales and use tax revenues in connection with any bond, note, or other contractual obligation, then the rates would instead be reduced to the lowest level allowed by law.

The proposed law would not affect the collection of moneys due the Commonwealth for sales, storage, use or other consumption of tangible personal property or services occurring before January 1, 2011.

The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

A YES VOTE would reduce the state sales and use tax rates to 3%.

A NO VOTE would make no change in the state sales and use tax rates.

YES: _____

NO: _____

The Polls Will Be Open From 7:00 A.M. to 8:00 P.M.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.
Given under our hands this 12th day of October, A.D. 2010.

JOHN A. BULIAN, Chairman
DENISE C. GARLICK, Vice Chairman
GERALD A. WASSERMAN, Clerk
MAURICE P. HANDEL
DANIEL P. MATTHEWS
Selectmen of Needham

A true copy,

ATTEST _____ 2010

Constable

(month) (day)

SPECIAL TOWN MEETING

WARRANT



TOWN OF NEEDHAM

MONDAY, NOVEMBER 8, 2010

7:30 P. M.

NEWMAN ELEMENTARY SCHOOL

CENTRAL AVENUE

NEEDHAM

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Additional Information on particular warrant articles will be made available from time to time at www.needhamma.gov during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Newman Elementary School:

MONDAY, THE EIGHTH DAY OF NOVEMBER, 2010

At seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: HOME RULE PETITION – TAKING FOR BRIDGE REPAIR

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO AUTHORIZING THE TOWN OF NEEDHAM TO TAKE BY EMINENT DOMAIN EASEMENTS IN LAND OWNED BY THE COMMONWEALTH OF MASSACHUSETTS ADJACENT TO SOUTH STREET AND THE CHARLES RIVER FOR THE PURPOSE OF INSTALLING UTILITIES AND TO CHANGE THE USE OF THE LAND FROM OPEN SPACE TO UTILITY USE UNDER ARTICLE OF AMENDMENT XLIX.

Section 1. The Town of Needham, acting by its Board of Selectmen, may take easements in land owned by the Department of Conservation and Recreation located adjacent to South Street and the Charles River in Needham for the purposes of accommodating Mass Highway Department's reconstruction of the bridge over the Charles River that connects South Street in the Town of Needham to Willow Street in the Town of Dover and for installing utilities to accommodate the reconstruction of the bridge.

Section 2. There shall be no damages paid to the Department of Conservation and Recreation for such takings.

Section 3. Under the provisions of Article of Amendment XLIX of the Constitution of the Commonwealth of Massachusetts, the Town of Needham is authorized to change the use of the land in which it takes easements from the Department of Recreation and Conservation adjacent to South Street and the Charles River in the Town of Needham from open space to highway purposes and utility purposes and may grant easements to utility companies and cable companies to install equipment necessary for them to provide their services.

Section 4. This act shall take effect upon its passage.

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Massachusetts Department of Transportation Highway Division is in the process of replacing the South Street/Willow Street Bridge over the Charles River between Needham and Dover. In order for the work to proceed, the Town is required to obtain a drain and utility easement within the state Department of Conservation and Recreation property adjacent to the bridge in order to allow MassDOT to relocate a storm drain pipe and utility pole. The legal process requires that the Town seek permission from the State Legislature under Article 97 of the Amendments to the State Constitution to take the easement, and to reassign the use of the property within the easement for a different public purpose than what was originally intended. This home rule petition was approved by the November 2, 2009 Special Town Meeting but was not approved by the Legislature during the last legislative session and must be re-filed.

ARTICLE 2: TRANSFER OF PROPERTY – MBTA COMMUTER LOTS

To see if the Town will vote to authorize the Board of Selectmen to exchange title to approximately 58,340 sq. ft. of land known as the Upper Hersey Commuter Parking Lot, for approximately 71,438 sq. ft. of land presently owned by the Massachusetts Bay Transportation Authority, known as the Needham Heights Commuter Parking Lot, under such terms and conditions as such Board determines to be appropriate; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town's lease of commuter parking lots with the MBTA has expired, and the Town has been in discussions with the MBTA about the future arrangement for management of the commuter lots in Needham. As part of these discussions, the Town and the MBTA have developed a proposal for a land swap. Subject to the approval of Town Meeting and the Board of Directors of the MBTA, the proposal would include the following features. The Town would receive the fee simple interest in the +/- 71,438 parcel located adjacent to Needham Heights Commuter rail station, which is currently owned by the MBTA and used as a 229 space commuter lot. The MBTA would retain an easement to allow operation and maintenance of 85 commuter parking spaces and pedestrian access to the commuter rail station. The land would be restricted to municipal use. The MBTA would receive fee simple interest in the +/- 58,340 square foot parcel commonly referred to as Upper Hersey. In the event that a parking structure is required for the Upper Hersey lot in the future, the MBTA agrees to participate in a community planning process. In the event that the MBTA decides to offer the Upper Hersey Lot for sale, the Town will have the first right of refusal to purchase the property at market value. The Senior Center Exploratory Committee prioritized the Needham Heights Commuter Lot as its highest recommended site for the construction of a senior center.

ARTICLE 3: CHANGE OF PROPERTY FOR MUNICIPAL USE

To see if the Town will vote to change the use of 18,764 square feet, more or less, of land at Ridge Hill Reservation as described on a plan entitled "Ridge Hill Cathodic Protection System Permitting Plan prepared by Vanasse Hangen Brustlin, Inc.," on file with the Town Clerk, from conservation to municipal use in accordance with M.G.L. Chapter 40, Section 15A, and further to authorize the Conservation Commission and Board of Selectmen to grant an easement of 19,564 square feet, more or less, of the land

for the installation and maintenance of a cathodic ground bed for natural gas transmission purposes; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Conservation Commission
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: In September 2010, Algonquin Gas Transmission, LLC (Algonquin) installed a cathodic protection system to provide additional cathodic protection along a portion of the existing natural gas pipeline within Ridge Hill Reservation. The installation of the ground bed is necessary to meet U.S. Department of Transportation Regulations for the maintenance, safety, and reliability of the existing natural gas pipeline.

In accordance with the provisions of M.G.L. c. 40 Section 15A, Town Meeting approval is required to transfer the use of the property from conservation use to municipal use to allow for the installation of the cathodic protection ground bed. In addition to the transfer of use, a right-of-way easement of approximately 19,564 is required to support the ground bed installation. Of this amount, about 800 square feet is located within land under the jurisdiction of the Board of Selectman (held for municipal purposes/senior center) and approximately 18,764 square feet is located within land under the jurisdiction of the Conservation Commission.

Approval of the State Legislature is also required to authorize the change in use and the granting of this easement. A Home Rule Petition seeking such approval is included under Article 5 of this warrant. As a condition of the granting of the easement, Algonquin Gas will make a contribution of \$20,000 to the Conservation Trust Fund which will support trail maintenance and the construction of new trails and trail bridges.

ARTICLE 4: CONVEYANCE OF PROPERTY FOR MUNICIPAL USE

To see if the Town will vote to change the use of 375 square feet, more or less, of land off Mary Chilton Road, as described on a plan entitled "Norfolk County, Massachusetts, Town of Needham, Tract N-215A," on file with the Town Clerk, from conservation to municipal use in accordance with M.G.L. Chapter 40, Section 15A, and further to authorize the Conservation Commission and Board of Selectmen to dispose of the land for gas transmission purposes; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Conservation Commission
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: In February 2006, Algonquin Gas Transmission, LLC (Algonquin) discovered that 375 square feet of its existing data building associated with the natural gas pipeline main line regulator facility off Mary Chilton Road was built on a portion of Ridge Hill Reservation. Ridge Hill Reservation was acquired by the Town for conservation purposes and is held under the jurisdiction of the Conservation Commission.

In accordance with the provisions of M.G.L. c. 40 Section 15A, Town Meeting approval is required to transfer the use of the property from conservation use to municipal use to allow for the sale of the property to Algonquin Gas. It is not practical to relocate the Algonquin building.

Approval of the State Legislature is also required to authorize the Conservation Commission and the Board of Selectmen to dispose of this property. A Home Rule Petition seeking such approval is included

under Article 5 of this warrant. As a condition of this sale, Algonquin Gas will provide the Town with a \$50,000 contribution to the Conservation Trust Fund which will support trail maintenance and the construction of new trails and trail bridges.

**ARTICLE 5: HOME RULE PETITION – DISPOSAL OF CONSERVATION LAND
/GRANTING OF EASEMENT**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO AUTHORIZING THE TOWN OF NEEDHAM TO DISPOSE OF BY SALE 375 SQUARE FEET OF CONSERVATION LAND AND TO GRANT A PERMANENT GROUND BED EASEMENT TO SUPPORT NATURAL GAS TRANSMISSION UNDER ARTICLE OF AMENDMENT XLIX.

Section 1. The Town of Needham is authorized to sell 375 square feet, more or less, off of Mary Chilton Road, for the purposes of operating and maintaining a gas transmission line utility.

Section 2. The Town of Needham is authorized to change the use of 18,764 square feet, more or less, of land at Ridge Hill Reservation, 461 Charles River Street, Needham, Massachusetts, as described on a plan entitled “Ridge Hill Cathodic Protection System Permitting Plan prepared by Vanasse Hangen Brustlin, Inc.,” from conservation to municipal use, for the purpose of installing and maintaining a cathodic protection system for a gas transmission line.

Section 3. The Town of Needham is authorized to grant and convey a cathodic protection easement of 19,564 square feet, more or less, within the land known as Ridge Hill Reservation, 461 Charles River Street, Needham, Massachusetts, as described on a plan entitled “Ridge Hill Cathodic Protection System Permitting Plan prepared by Vanasse Hangen Brustlin, Inc.,” for the purpose of installing and maintaining a cathodic protection system for a gas transmission line.

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Conservation Commission
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: In accordance with Article 97 (which amended Article 49) of the Amendments to the State Constitution, legislative approval is required for any change in the use of land acquired for conservation purposes. This home rule petition seeks legislative approval for the sale of 375 square feet of land off Mary Chilton Road, the change in use of 18,764 square feet of Ridge Hill Reservation (the Legislature previously approved the change in use of 800 square feet of the proposed easement), and the granting of an easement of 19,564 square feet of land as proposed under Articles 3 and 4 of the November 8, 2010 Special Town Meeting Warrant.

ARTICLE 6: AUTHORIZE ELDER SERVICES ZONING AGREEMENTS

To see if the Town will vote to authorize the Board of Selectmen to enter into agreements with NHP Property Business Trust, a Massachusetts business trust, Continental Wingate Development Co., and WHC Needham, Inc., both Massachusetts business corporations, regarding taxes on real and personal property to be located within the Elder Services Zoning District, said district having been established by votes of the Town under Articles 1 and 2 of the May 10, 2010 Special Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article will allow the Board of Selectmen to enter into agreements regarding payment in lieu of taxes with NHP Property Business Trust, Continental Wingate Development Co., and WHC Needham, Inc. The purpose of the agreements is to ensure that real estate taxes and personal property excise taxes will continue to be paid for property located within the Elder Services Zoning District and used for elder services uses, whether or not the property is owned by a tax exempt entity.

The Elder Services Zoning District and the accompanying Amendment to the Zoning Map referring to the proposed District were adopted at the Special Town Meeting held in May 2010, as set forth in Articles 1 and 2.

The subject agreement regarding payment in lieu of taxes was executed by NHP Business Trust prior to the May 2010 Special Town Meeting and has been held in escrow by Town Counsel pending approval of the noted zoning articles by the Attorney General of Massachusetts. The same agreement is being executed by Continental Wingate Development Co., and WHC Needham, Inc. who will be buying the affected properties. The Attorney General approved the articles on September 7, 2010. Accordingly, the requested authorization will enable the Selectmen to execute and record the noted agreements ensuring tax payments from the property irrespective of whether or not the property is owned by a tax exempt entity.

ARTICLE 7: AMEND GENERAL BY-LAW/REGULATION OF DOGS

To see if the Town will vote to amend the General By-laws by deleting Section 3.7 and inserting in place thereof the following:

“SECTION 3.7 DOG REGULATIONS

3.7.1 Use of Leashes. No person shall allow a dog owned or kept by her/him to go beyond the confines of the property of the owner or keeper unless the dog is held firmly on a leash.

3.7.2 Disturbing the Peace. No person shall own or keep within the Town any dog which bites, barks, howls or in any other manner disturbs the peace and quiet of any neighborhood, or endangers the safety of any person, domesticated animal or farm animal.

3.7.3 Complaints. The animal control officer is hereby authorized to seek a complaint against the owner or keeper of a dog who is found to have violated the provisions of sub-sections 3.7.1, 3.7.2, 3.7.4,

3.7.5, 3.7.6, 3.7.7, or 3.7.8 for which the following penalties shall be imposed:

1. First Offense – twenty-five dollars (\$25.00)
2. Each Subsequent Offense – fifty dollars (\$50.00)

3.7.4 Restraint of Dogs. In addition to the foregoing penalties, the animal control officer is also authorized and empowered to muzzle or restrain a dog, or to order the owner or keeper of a dog to muzzle or restrain a dog, pending a hearing before the Board of Selectmen as hereinafter provided, when the animal control officer finds that a dog has bitten or threatened any person or domesticated or farm animal, or has chased any vehicle upon any way open to public travel in the Town, or the owner had violated the provisions of sub-section 3.7.4 more than three times in any calendar year. The owner or keeper of any dog that has been ordered to be restrained or muzzled under the provisions of sub-section 3.7.4 may request in writing to the Board of Selectmen that the animal control officer vacate such order.

3.7.5 Uncontrollable Dogs. In addition to any other statutory authority contained in M.G.L. Chapter 140, the animal control officer may, with the approval of the Board of Selectmen, enter a complaint before the Board of Selectmen to obtain an order to control or dispose of a dog found to be uncontrollable, or whose owner or keeper is unresponsive to any other penalties contained in Section 3.7.

3.7.6 Restricted Areas. No person shall allow a dog, other than a service dog, owned or kept by him or her, whether leashed or unleashed, to trespass on Memorial Park or DeFazio Park.

3.7.7 Removal of Pet Waste. No person owning or keeping a dog shall suffer, permit, or allow such a dog to leave feces in any public or private property of someone other than that of the dog's owner or keeper within the Town of Needham, without the approval of said property owner. Any person having custody and control of a dog in any such area shall carry with him or her proper equipment for the removal of feces. For purposes of this section, the means of removal shall be any tool, implement, or other device carried for the purpose of picking up and containing such feces. No person shall leave or dispose of said feces in any catch basin, drainage structure, waterway or on any public property or street except in a trash receptacle.

3.7.8 Off-Leash Areas. The Town may authorize an area or areas to be used as off-leash areas for dogs licensed in the Town of Needham for which a separate fee will be assessed and for which the Board of Selectmen may, from time to time, establish regulations for use. No person owning or keeping a dog shall suffer, permit or allow such dog to use the off leash area without the proper license or in violation of such regulations.”

And by deleting section 4.1.1 and inserting in place thereof the following:

“4.1.1 Licenses. Any owner or keeper of a dog which is six (6) months of age or older and is located in the Town of Needham shall obtain a license from the Town Clerk for that dog commencing on January 1st of each year, as required by M.G.L. Chapter 140.”

And by inserting a new section 4.1.5 as follows:

“4.1.5 Fees. The fees for registering and licensing dogs of all types in the Town shall be established from time to time by vote of the Selectmen.”

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of the proposed amendment to the General By-laws is to clarify and update the Town's dog regulations and license procedures. The proposal would eliminate the existing restriction on the length of allowed leashes; enact a so-called "pooper scooper" law; codify the vote of the Board of Selectmen, School Committee, Park and Recreation Commission, and Memorial Park Trustees to prohibit dogs, other than service dogs, at Memorial Park and DeFazio Park; remove the fee schedule from the By-law so that it can be updated as needed like most fee structures; and authorize the creation of an off-leash dog area.

ARTICLE 8: ACCEPT M.G.L. C.131 OF THE ACTS OF 2010 – SURVIVING SPOUSES OF DISABLED EMPLOYEES

To see if the Town will vote to accept the provisions of Chapter 131 of the Acts of 2010 – An Act Increasing the Supplemental Pension Allowance under M.G.L. 32 Sec 101 to surviving spouses of disabled employees, from an annual amount of \$6,000 to \$9,000; or take any other action relative thereto.

INSERTED BY: Retirement Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Acceptance of this legislation will allow the Needham Retirement Board to increase the benefit to survivors of Accidental Disability retirees who died of causes other than their job-related injuries, and whose option selection form was completed before November 7, 1996. This benefit will take effect on the date that certification of acceptance is filed with the Public Employee Retirement Administration Commission and is not retroactive. Currently, there are five survivors who would qualify for this benefit, and no new survivors will be eligible. The total annual cost of the acceptance of this legislation would be approximately \$15,000 during the lifetime of the surviving spouses. Acceptance of this Act will have no material impact on the annual funding required by the Town to the Needham Contributory Retirement System.

ARTICLE 9: APPROPRIATE FOR FACILITY IMPROVEMENTS AND REPAIRS/POLLARD SCHOOL

To see if the Town will vote to raise and/or transfer and appropriate \$1,200,000 for architectural design, engineering, constructing, remodeling, reconstructing and making extraordinary repairs to the Pollard School including parking lot and access improvements, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article is intended to secure funding to retrofit the Pollard modular classrooms and make certain parking and access improvements at Pollard School, to accommodate the relocation of Newman School students in September 2011. The modular retrofits are anticipated to include: sub-

dividing classrooms into units/offices (involving the installation of partitions and adjustments to lighting and ventilation), bathroom and drinking fountain modifications, modifications to classrooms that will accommodate preschoolers, and door modifications. The parking/access improvements will include construction of an additional parking lot on the southwest corner of the school property adjacent to the existing lot, and the creation of a one-way access road from Dedham Avenue. The parking and access improvements will address the additional parking requirements associated with the Newman relocation. The parking improvements will also help to meet the long-term need for additional parking at the school, by alleviating congestion on Harris Avenue and providing approximately sixty additional spaces for staff members and visitors.

ARTICLE 10: APPROPRIATE FOR POLLARD SCHOOL ROOF REPLACEMENT

To see if the Town will vote to raise and/or appropriate the sum of \$3,500,000 for architectural design, engineering, constructing, remodeling, reconstructing and making extraordinary repairs to the roof of the Pollard School, located at 200 Harris Avenue and shown as Lot 1 on the Needham Assessor's Map, numbered 35; which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, said sum to be expended under the direction of the Town Manager/Permanent Public Building Committee; that to meet said appropriation the Treasurer with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, or any other enabling authority; that the Town acknowledges that the Massachusetts School Building Authority's ("MSBA") grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) forty percent (40%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This request is to replace the Pollard School roof with a more durable, energy-efficient roof system. The Pollard roof is a PVC membrane, which was installed in 1988 and 1992, and was under warranty for a ten year period. Roof leaks due to seam failure and cracking in the PVC membrane have increased in recent years and are expected to continue to increase with age. With every rainstorm, new leaks develop, compromising the integrity of the building envelope and increasing the amount of damage within the building. A Statement of Interest has been submitted to the Massachusetts School Building Authority seeking reimbursement of a portion of the overall project cost through the MSBA's new Green Repair Program. The Green Repair Program provides funding for the repair or replacement of roofs, windows and/or boilers in public school facilities that are otherwise structurally sound. This program is a short-term opportunity - projects must be completed by December 2011 to qualify and require a local funding commitment for the total construction cost. If approved, Needham could receive reimbursement in the estimated range of 31-35%. In order to participate, Needham must appropriate the total funds required for design and construction at November Special Town Meeting, so that the state-financed share of the project can be completed during the summer of 2011. (Due to the size and complexity of the roof, the replacement project may take two summers to complete. It is possible that only the costs incurred during the first summer would be reimbursed.) The Pollard roof repair project is not a new project, but rather a part of the overall scope of needed facility repairs, which have

been requested for funding in prior years through the Capital Improvement Program.

ARTICLE 11: APPROPRIATE FOR SENIOR CENTER FEASIBILITY & DESIGN

To see if the Town will vote to raise and/or transfer and appropriate a sum for architectural design and engineering for the construction of a Senior Center, said sum to be to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation, that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: In September 2008, the Board of Selectmen appointed a Senior Center Exploratory Committee (SCEC) to make recommendations to the Board as to the appropriate location, size, cost, and other matters related to the construction of a new Senior Center. In September of 2010, the SCEC submitted its recommendations to the Board. Based on the report and recommendations of the SCEC, the Board of Selectmen has voted to designate the present Needham Heights MBTA parking lot as the Board's selected site for construction of a new Senior Center.

The purpose of this article is to provide design funding for the Senior Center project. During the upcoming months, a financing plan for the project will be developed for presentation to the November, 2011 Special Town Meeting along with a request for construction funding.

ARTICLE 12: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$715 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The 2009 Annual Town Meeting voted to establish a Property Tax Assistance Program. The goal of the Board of Selectmen is to set a target annual appropriation for the fund equal to the amount of private contributions to the Town's statutory voluntary tax relief program during the preceding fiscal year, up to a maximum appropriation of \$25,000 (2008 dollars). The voluntary fund received \$15,715 in fiscal year 2009. At the May 2010 Annual Town Meeting, the Board of Selectmen proposed and Town Meeting authorized an appropriation to the Property Tax Assistance program of \$15,000. Upon request of Town Meeting Members, the Board agreed to identify funding to bring the appropriation to the full amount of the FY2009 contributions to the voluntary fund – \$15,715.

ARTICLE 13: AMEND THE FY 2011 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2011 Operating Budget adopted under Article 21 of the May 2010 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
3	Health Insurance	\$ 9,799,125	\$ 9,549,125
6	Debt Service	\$11,379,319	\$11,406,472
10	Reserve Fund	\$ 1,251,363	\$ 1,451,363
24	Needham Public Schools	\$46,114,078	\$46,424,078
25D	Snow and Ice	\$ 200,000	\$ 400,000
28C	Department of Public Facilities – Capital	\$ 0	\$ 7,645

and to meet this appropriation that \$464,848 be raised from the tax levy, \$7,645 be transferred from Article 2 of the May 2008 Special Town Meeting, and \$22,305 be transferred from debt exclusion offsets (Article 32, 2000 Annual Town Meeting), or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article seeks to appropriate \$494,798 to various budget lines and to transfer \$250,000 from one budget line to another budget line. Funding sources, in addition the line item transfer, include \$464,848 in new revenue that has been identified as available to appropriate to the operating budget, and \$29,950 from other available funds.

The \$250,000 reduction in the Health Insurance line is to transfer anticipated savings to the School Department operating budget. These funds would be used to cover costs associated with the collective bargaining agreement that was reached with the Teachers Union earlier this year. The reduction to the Health Insurance budget is reflective of the expected savings with the conversion by the teachers from traditional HMO health plans to "Rate Saver" health plans.

The article also seeks to increase operating contingencies by \$400,000 – increasing the Reserve Fund and snow and ice appropriation lines by \$200,000 each. Because snow and ice expenditures are unpredictable, this budget is one of the only accounts that cities and town are authorized to overspend. The Town is only allowed to deficit spend the snow and ice budget if the Town has appropriated at least as much in the current years as in the past year. Actual snow ice expenditures in the last three years were \$690,404 in FY2010, \$1,130,516 in FY2009, and \$697,378 in FY2008. The proposed change would better reflect the base cost for snow removal.

The change to the General Fund Debt Budget is to appropriate funds that are to be used to pay down excluded debt. These monies will reduce the amount of excluded debt that is actually added to the tax bills. Of the \$27,153 to be appropriated, \$4,848 is from a premium on the sale of bonds received this fall, and \$22,305 is the residual balance associated with the four school related projects approved at the 2000 Annual Town Meeting.

The \$310,000 increase to the School Department budget reflects the transfer from the Health Insurance budget, and an additional \$60,000 to supplement the budget for operational costs that otherwise would be paid from one-time revenue.

The proposed change to the Public Facilities Department in the amount of \$7,645 will be used to

purchase a shed for the Mitchell School to store gas-powered equipment and materials such as a snow blower and salt. The funds are being sought now in order to buy the shed before the winter season. The funds will be transferred from the unexpended balance in the cash capital appropriation approved at May 2008 Special Town Meeting that was for the purchase of two sheds, one at Newman School and the other at Hillside School.

ARTICLE 14: AMEND THE FY 2011 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2011 Sewer Enterprise Fund Budget adopted under Article 23 of the May 2010 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
201D	MWRA Assessment	\$5,042,674	\$5,043,945

and to meet this appropriation that \$1,271 be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town's final MWRA Assessment was \$1,271 higher than the budget appropriated at the 2010 Annual Town Meeting. Amendment of the Sewer Enterprise Fund Budget is necessary to meet this obligation.

ARTICLE 15: AMEND COMMUNITY PRESERVATION FUND RESERVES

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2011 Community Preservation Fund Reserve appropriations adopted under Article 31 of the May 2010 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

		Changing From:	Changing To:
C.	Community Preservation Fund Annual Reserve	\$376,600	\$449,739
D.	Community Housing Reserve	\$201,300	\$213,320
E.	Historic Resources Reserve	\$143,800	\$155,820
F.	Open Space Reserve	\$201,300	\$213,320

And to meet these appropriations that \$109,199 be raised from FY2011 CPA receipts; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town received a larger than projected Community Preservation Fund match from the Commonwealth in the amount of \$109,199. This request would ensure the statutorily required

allocations to Community Housing, Historic Resources, and Open Space, and the balance to the Community Preservation Fund Annual Reserve.

ARTICLE 16: RESCIND BOND AUTHORIZATION

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

<u>Project</u>	<u>Town Meeting</u>	<u>Article</u>	<u>Authorized</u>	<u>Rescind</u>
Hillside & Mitchell School Parking & Play Area Improvements	2008 ATM	38	\$160,000	\$3,600
Water System Rehabilitation Design (Webster)	11/2002 STM	25	\$105,000	\$11,000
RTS Construction Equipment	2007 ATM	43	\$230,000	\$14,300
High Rock and Pollard Schools	2007 ATM	41	\$20,475,000	\$2,425,000
Total				\$2,453,900

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: When a project is financed by borrowing, the project has been completed, and all the bills have been paid, the balance of the authorization that was not borrowed can be rescinded. A Town Meeting vote to rescind the balance of a borrowing prevents any further borrowing for the project, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids.

ARTICLE 17: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate \$82,761 to the Capital Improvement Fund, as provided under M.G.L. Chapter 40, Section 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the General Fund Cash Capital Equipment and Facility Improvement Fund for the purpose of

setting aside funds for future capital investment. The balance in the fund as of September 30, 2010 is \$476,970.

ARTICLE 18: APPROPRIATE TO CAPITAL FACILITY FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Established at the 2007 Annual Town meeting, this fund is intended to be part of the Town's planning strategy for addressing capital facility maintenance needs by providing a reserve to address extraordinary building repairs and related expenses at times when other resources are unavailable. The purpose of this fund is to allow the Town, from time to time, by appropriation, to reserve funds for design, maintenance, renovation or reconstruction relating to the structural integrity, building envelope or MEP (mechanical, electrical, plumbing) systems of then existing capital facilities. The balance in the fund as of September 30, 2010 is \$731,481.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 28th day of September, 2010.

John A. Bulian, Chairman
Denise C. Garlick, Vice Chairman
Gerald A. Wasserman, Clerk
Maurice P. Handel
Daniel P. Matthews

A TRUE COPY

Attest:

Constable:

**Town Clerk's Office
Needham, MA 02492**

**First Class Mail
U.S. Postage Paid
Needham, MA
Permit No. 58224**

ATTN: SPECIAL TOWN MEETING WARRANT

SPECIAL TOWN MEETING

WARRANT



TOWN OF NEEDHAM

MONDAY, MARCH 14, 2011

7:30 P. M.

POLLARD MIDDLE SCHOOL

HARRIS AVENUE

NEEDHAM

Additional Information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Pollard Middle School:

MONDAY, THE FOURTEENTH OF MARCH, 2011

At seven-thirty in the afternoon, then and there to act upon the following articles, viz:

**ARTICLE 1: APPROPRIATE FOR PARKING AND ACCESS IMPROVEMENTS -
POLLARD SCHOOL**

To see if the Town will vote to raise and/or transfer and appropriate \$758,000 for design, engineering, and constructing parking and access improvements at the Pollard Middle School, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Article Information: Several improvements are needed to the Pollard Middle School in order to accommodate the incoming Newman School students during the 2011/12 school year. Young students will be relocated to the Pollard modular classrooms while construction is taking place at the Newman School. The November 2010 Special Town Meeting appropriated \$357,000 for retrofitting the modular classrooms, and \$85,000 for continued development of traffic and parking options for the 2011/2012 school year.

This project would fund the design and construction of parking and access improvements including the creation of 36 temporary spaces on the existing tennis courts, with 33 additional spaces added along the proposed new access road from Dedham Avenue. This plan, in conjunction with existing parking elsewhere on site, will satisfy the expected demand, with the exception of 13 staff and visitor spaces which will continue both on the street and on the existing bus loop on Harris Avenue. The long term parking plan provides 37 new spaces (one additional space is added after the Newman children relocate), over what exists today. The 37 parking spaces, when combined other parking on-site, will provide adequate parking for existing teachers and staff without the need for on-street parking. The improvements for the additional parking and access road are anticipated to cost \$664,000 with the remainder allocated to upgrading the existing parking lot behind the school.

ARTICLE 2: RESTORATION OF CHARLES RIVER TREATMENT FACILITY WELL

To see if the Town will vote to raise and/or transfer and appropriate \$300,000 for design, engineering, restoration and improvements at the Town's Charles River Water Treatment Facility Wells, to be spent

under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Water Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: The Charles River Water Treatment Facility draws upon three wells to provide the Town with its drinking water. In general, during winter months, the Town's water needs are met by the Charles River Water Treatment Facility. During summer months, the Town's water supply is supplemented with MWRA water pumped through the St. Mary's Pumping Station.

Well #1 was built in 1936 and is approximately 100 feet deep. A filtering screen lines the well removing particles from the water as the water is pumped to the Water Treatment Facility. Over time, the screen becomes coated with mineral deposits and particles. As part of the ordinary maintenance of the wells, the screens are cleaned on a three-year rotating basis, with one well cleaned every year. During the cleaning this year, the screen in well #1 collapsed resulting in the accumulation of 55 feet of deposits in the well, rendering it unusable. Well #1 is the Town's top producing well. The Town has been supplementing its water production with MWRA supplied water since well #1 collapsed.

The Public Works Department has retained engineering services to evaluate the options for restoring well #1's pumping capacity. Three options are being investigated: repair of the existing well, repair of the existing well and drilling of a satellite well to supplement the existing well, and abandonment of well #1 and drilling of a new well. The selected option will depend on the expected resulting pumping capacity, projected life expectancy, and time required for implementation.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 8th day of February, 2011.

John A. Bulian, Chairman
Denise C. Garlick, Vice Chairman
Gerald A. Wasserman, Clerk
Maurice P. Handel
Daniel P. Matthews

A TRUE COPY

Attest:

Constable:

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**Town Clerk's Office
Needham, MA 02492**

**First Class Mail
U.S. Postage Paid
Needham, MA
Permit No. 58224**

ATTN: SPECIAL TOWN MEETING WARRANT

**WARRANT FOR THE ANNUAL TOWN ELECTION, TUESDAY, APRIL 12, 2011
TOWN OF NEEDHAM, COMMONWEALTH OF MASSACHUSETTS**

Norfolk, ss. To either of the constables in the Town of Needham in said County. Greetings:
In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	Hillside School - Cafeteria	Precinct F-	Stephen Palmer Community Room
Precinct B	-	Hillside School - Cafeteria	Precinct G-	Broadmeadow School - Performance Center
Precinct C	-	Newman School - Gymnasium	Precinct H-	Broadmeadow School - Performance Center
Precinct D	-	Newman School - Gymnasium	Precinct I-	William Mitchell School - Gymnasium
Precinct E	-	Pollard Middle School-Inner Room	Precinct J-	William Mitchell School - Gymnasium

on TUESDAY, THE TWELFTH DAY OF APRIL, 2011 From 6:45 A.M. to 8:00 P.M. to cast their votes in the Annual Town Election (Article 1) for the candidates for the following Town Offices: **Article 1:** One Moderator for One Year; Two Selectmen for Three Years; One Assessor for Three Years; Two Members of School Committee for Three Years; One Trustee of Memorial Park (trustee of soldiers' memorials – veteran) for Three Years; Three Trustees of Needham Public Library for Three Years; One Member of Board of Health for Three Years; One Member for the Planning Board for Five Years; One Member of Needham Housing Authority for Five Years; One Commissioner of Trust Funds for Three Years; One Member of Park & Recreation Commission for Three Years; Two Constables for Three Years; Eight Town Meeting Members from Precinct A for Three Years; Seven Town Meeting Members from Precinct B for Three Years; Eight Town Meeting Members from Precinct C for Three Years; One Town Meeting Member from Precinct C for One Year; Eight Town Meeting Members from Precinct D for Three Years; One Town Meeting Member from Precinct D for One Year; Eight Town Meeting Members from Precinct E for Three Years; Eight Town Meeting Members from Precinct F for Three Years; One Town Meeting Member from Precinct F for One Year; Eight Town Meeting Members from Precinct G for Three Years; One Town Meeting Member from Precinct G for Two Years; Eight Town Meeting Members from Precinct H for Three Years; Nine Town Meeting Members from Precinct I for Three Years; Eight Town Meeting Members from Precinct J for Three Years.

**The Annual Town Meeting for the transaction of business shall commence on
Monday, May 2, 2011 at 7:30 P.M. at the Newman School**

and you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least seven days before the time of said meeting. Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour. Given under our hands at Needham aforesaid this 8th day of March 2011.

THE NEEDHAM BOARD OF SELECTMEN

a True Copy
Attest:

**TOWN OF NEEDHAM
MASSACHUSETTS 02492**

**BULK RATE
US POSTAL PERMIT
BOSTON, MA
Permit No. 58224**

NEEDHAM RESIDENT

**Annual Town Election
Tuesday, April 12, 2011
6:45 A.M. – 8:00 P.M.
Open to all registered Voters**

TOWN OF NEEDHAM

MASSACHUSETTS

2011 Annual Town Meeting Warrant



ELECTION: Tuesday, April 12, 2011

Business Meeting at 7:30 P.M. on Monday, May 2, 2011

at the Newman Elementary School

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Annual Town Meeting.

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**Town of Needham
Finance Committee
100th Annual Report
Fiscal Year 2012 Budget Recommendation
March 15, 2011**

Fellow Citizens:

The Finance Committee is pleased to present our 100th Annual Report and Fiscal Year 2012 Budget.

As we are all aware, the economic environment remains fragile despite early signs of recovery on state and federal levels. As we look to the future, we must remain particularly cautious as unfolding world events could potentially endanger these early stages of economic recovery. Conflicts in the Middle East are bringing rise to higher energy prices and the cascading effects on all aspects of the economy. Managing through this economic environment will present a number of challenges for the Town going forward.

In preparation for this year's budget, the Finance Committee participated in the Town Manager's Departmental budget meetings in November and conducted its own budget hearings from December 8th through February 7th. Finance Committee liaisons met separately with the individual Town Departments as well as with the School Department to review their budget requests in detail. Using the information gathered, we took the departmental spending requests and built a budget from them. The budget we arrived at, and voted as our recommendation, was very close to the executive budget as submitted.

The Finance Committee's FY 2012 budget has strived to maintain the current high quality of services to the residents of Needham, while demonstrating fiscal restraint and sustainability for the long term. During this unprecedented period of low interest rates, the Committee continues to encourage the Town's investment in its infrastructure and other capital needs.

The Finance Committee would like to express its continuing appreciation to the Town Manager and the Town Administration, as well as to the School Superintendent and the School Department, for their efforts to prioritize their needs, and balance those needs against fiscal realities. We applaud their efforts to reduce the use of one time revenues to fund ongoing operations. We would also like to acknowledge the hard work that the schools have undertaken to focus their budget on priorities and to manage through a very difficult time of reduced state aid for school programs. We would ask that the Superintendent and School Committee continue to focus on their longer term plan to achieve a "sustainable" cost structure going forward.

Revenue Summary

The FY 2012 budget is once again based on a conservative estimate of revenue. Property taxes, which make up the bulk of the Town's revenue, are increasing modestly due to an increase in new growth. State officials have indicated that state aid to municipalities, based on the state budget which is still under consideration, may be increasing in certain areas, and decreasing in other areas for FY 2012.

Overall, the Town estimates a small decrease in state aid. Local receipts are expected to drop, in part because of the loss of parking revenue following a decision by the MBTA to assume control of its parking lot properties throughout the Town. This is offset to some extent by revenue generated with the adoption of the meals excise tax.

The estimated total General Fund Revenue for FY 2012 is \$115,533,866, with \$115,148,213 available for appropriation. \$112,243,325 is being allocated to the operating budget, an increase of 1.9% over FY 2011.

The largest source of revenue for Needham is property tax receipts. The growth in revenue assumes an increase in property tax receipts of 2.8%, or approximately \$2.6 million. This increase is attributable to an increase in the Town's taxable value, or new growth, resulting from improvements to property, and increases in values, due to improved uses, reconstruction, and new construction. The rate of increase of new growth has been slowing in recent years, and is expected to slow further in FY 2012.

Local receipts have declined in prior years and in FY 2012 are estimated to decrease by \$153,664 or approximately 2.2% compared to the FY 2011 estimate. Local receipts include such items as motor vehicle excise, permits, charges for services, fees, fines, investment income, and income from departmental activities and services.

The Town is anticipating increased revenue of \$90,000 due to the recently increased room rental tax and the recently adopted meal tax. However, this increase is more than offset by the significant decrease of \$250,500 in revenue from the Town's previous management of the MBTA commuter parking lots. The Town is also anticipating no revenue from non-recurring funds in FY 2012, such as one-time grants or special financial assistance as it has enjoyed in the past. Given the uncertain nature of the present economy, the Finance Committee feels it is prudent to assume that local receipts will continue to decrease in FY 2012.

State aid, or Cherry Sheet aid, is a function of the state budget process, and is projected to continue decreasing next year, although at a slower pace. The FY 2012 state aid is expected to decrease by \$49,676 representing a 0.6% decrease from FY 2011. Chapter 70 aid, or general school aid, is currently expected to increase by 2.0%; however, the reductions in Unrestricted General Government Aid (formerly Lottery aid and Additional Assistance) have more than offset this increase in school aid.

The Free Cash amount available for the FY 2012 budget is \$3,380,269, representing a decrease from FY 2011 of 5.6%. While Free Cash can fluctuate and is suited for short-term needs, the Town's budget process provides sufficient Free Cash annually such that a portion is reliable and can be applied to operating expenses.

The difficult economic climate at all levels has caused decreased projections for state aid and local receipts. Despite these challenges, Needham expects to maintain the current level of services in all municipal departments, and to fund the School Committee's voted budget, plus an additional \$4,000 for software to improve efficiency. Because the Town's revenue comes primarily from property tax receipts, the proportion of which is steadily increasing, and because state receipts constitute a much smaller part of revenue, the Town expects to have sufficient revenue to maintain level services for FY 2012.

FY 2012 Operating Budget Recommendation

The total operating budget for FY 2012 is \$112,243,325, which is 1.9% higher than the FY 2011 operating budget amount. The Town's operating budget falls into three general categories: Town Wide Expenses, Municipal Departments, and Education.

Town Wide Expenses

Townwide expenses are expected to decrease in FY 2012. Debt service will be decreasing in FY 2012 due primarily to lower interest rates. Employee Benefits and Employer Assessment have increased by only 1%. Notably, health insurance costs have decreased almost 1% since a large number of employees have moved into lower premium rate-saver plans, and seven benefit-eligible positions have been eliminated. The budget line for workers' compensation was increased by \$50,000 in the FY 2012 balanced budget in order to begin replenishing the reserves which have been declining over the past decade due to increases in salaries, expenses, and several ongoing cases. The Town is seeking additional funds for the Workers' Compensation Reserve Fund under a separate warrant article at the Annual Town Meeting to bring the reserves to a more adequate level. The Classification, Performance and Settlements line has increased by \$172,000 to reflect the uncertainty due to the number of unsettled collective bargaining agreements.

Municipal Departments

The Finance Committee carefully reviewed and considered each department's spending requests in the Town Manager's executive budget. The Finance Committee's recommended budget varies only slightly from Town Manager's recommended budget, and provides for all municipal departments to maintain essentially the same level of services. The Finance Committee is also recommending a total appropriation to the School Department that meets the School Committee's voted budget request, plus a small amount of additional funding for specialized software.

General Government

The General Government budget is increasing 2.4% in FY 2012. The Town Counsel budget was increased by \$36,500 to bring the Town Counsel's budgeted costs in line with historical averages. The Town Clerk budget decreased, as one fewer election is anticipated in FY 2012. The Finance Department FY 2012 budget includes an increase to provide full year funding for an administrative position that was funded for only half of FY 2011.

Land Use and Development

The FY 2012 Land Use and Development budget increased by 7.6%. This increase results from the addition of a shared part-time administrative assistant, plus salary increases for personnel which have been historically underfunded.

Public Safety

The Public Safety budget has increased by 1.8%. Both the Police and Fire Departments submitted budget requests with decreased expenses. The Police Department personnel line is decreasing with the elimination of a parking enforcement attendant. The Fire Department budget was increased by 4.4% due to obligations under a settled union contract, and an additional \$100,000 allocation for overtime.

The Fire Department overtime appropriation has been chronically underfunded, and the additional allocation brings it closer to historical levels. Additionally, two full-time benefited firefighter positions, currently vacant, were eliminated.

Public Works

The Public Works budget, including the Department of Public Works, and the Municipal Parking and Lighting Programs, is decreasing 6.9% in FY 2012. The Public Works base budget includes a reduction of 2% due to the transfer of the Drains program to the Sewer Enterprise Fund. In addition, two Parks and Forestry benefit-eligible positions were eliminated, as well as two seasonal positions. Expenses were increased to allow for outsourcing of certain functions and to establish a new turf fertilizer program. The Municipal Parking budget was decreased by \$227,900 in FY 2012 because the Town will no longer be managing the MBTA commuter parking lots.

Public Facilities

The FY 2012 budget for Public Facilities increased by 4.6%. The budget includes union cost of living increases, as well as increased personnel costs due to additional custodial work needed when the Town Hall is reopened. The Town Manager refined the department's projected energy use and as a result decreased the requested energy budget by \$50,000. The Finance Committee commends the Public Facilities department for its continued efforts in energy conservation.

Community Services

The FY 2012 Community Services budget is increasing by a modest 1.1%. Most budget lines are very close to FY 2011, with expenses level or decreasing. The Library budget includes an additional allocation of \$30,802 above the department's requested budget to bring it to the level necessary for certification by the Massachusetts Board of Library Commissioners. The funding will provide for the ongoing need for collections materials to be covered by the Library's operating budget. The Finance Committee recommended increasing the Library's budget by an additional \$13,579 to fund the cost of opening the library at 9:00 a.m. from the operating budget.

Education

Needham Public Schools

The Finance Committee's recommended budget allocates \$48,436,371 to the School Department. This represents an increase of 4.1% or \$1,895,293 more than last year's approved budget. \$2,177,573 of the School budget, more than the overall budget increase, represents increased mandated or contractual obligations. Two primary factors contributing to the increases in the School Department's budget are special education costs and staffing needs due to increased enrollment at the middle and high school levels.

First, special education needs are rising substantially. Special education costs are expected to increase by \$1,199,632 in FY 2012, including sizable increases in out-of-district tuition costs and additional transportation costs. This upcoming fiscal year, Special Education expenses constitute over 25% of the total School Department budget. Since 2008, state Circuit Breaker aid has been reduced from 70% reimbursement to an anticipated 40% reimbursement for FY 2012. This reduction has had a significant impact on the School Department budget.

Second, enrollment is projected to grow at both the middle and high school levels. Although a small decline in enrollment is projected for the elementary schools, enrollment in the Middle School is expected to increase by 2.0% and in the High School by 5.2%. Therefore, the budget reflects the increased staffing needs due to increased enrollment.

The Finance Committee has fully funded the School Committee's voted FY 2012 budget, and is recommending an additional allocation of \$4,000. The additional funds will pay for AESOP attendance software which was designated by the School Department as its highest priority non-budgeted need. The software is expected to increase efficiency and ensure that there are adequate substitute teachers when needed, equipped with appropriate lesson plans. The recommended FY 2012 School Department budget includes the use of \$500,900 in one-time funds to meet ongoing needs. While this step is needed to maintain the current level of service at the schools for FY 2012, other sustainable funding sources are needed in the future. In an effort to promote sustainability and reduce the reliance on one-time money, \$300,000 has been allocated from the tax levy in FY 2012 to reduce the School Department's use of one-time revenues for operating expenses.

Minuteman Regional High School

The Minuteman Regional High School's preliminary assessment for FY 2012 is \$562,637, an increase of \$193,376 from FY 2011, primarily due to increased enrollment.

Cash Capital

At the time of this writing, the Finance Committee has not yet completed consideration of the capital-related warrant articles. The Finance Committee anticipates recommending an appropriation of approximately \$1.7 million for General Fund Cash Capital. This amount will allow the town to adhere to its capital maintenance plan. Almost 80% of the General Fund Cash Capital request funds ongoing programs and scheduled capital replacements. The remainder covers high priority new projects or enhancements.

Closing Thoughts

The Finance Committee is recommending a balanced budget that will continue to provide a high level of services to the citizens, maintain and improve the Town's infrastructure, and meet the Town's capital needs. Despite current economic challenges, the Town has exercised restraint and made great strides to contain costs where possible.

The Finance Committee would like to recognize the hard work and dedication of the Town Manager, the Director of Finance, the Superintendent of Schools, their respective department heads and managers, as well as all the citizens who dedicate their time and effort to serving our community through elected and appointed positions. We could not accomplish our mission without their generous assistance and support.

The Chair would also like to thank each member of the Finance Committee for their dedication and meticulous work examining and prioritizing financial issues, balancing the budget, and reviewing the Town's capital plans and investments.

Respectfully submitted on behalf of the Committee,

Rick Zimbone

Chairman

Committee Members:

Richard Zimbone, Chair
Matthew Borrelli, Vice Chair
Lisa Zappala, Immediate Past Chair
John Connelly
Richard Creem

Richard Lunetta
Gary McNeill
Richard Reilly
Steven Rosenstock
Louise Mizgerd, Executive Secretary

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Summary of Revenue
FY 2010 - FY 2012
General Fund Only

	Actual FY 2010	Current Budget FY 2011	Preliminary FY 2012
Local Estimated Receipts			
Local Excises and Other Tax Related Collections	\$4,661,955	\$3,970,000	\$4,060,000
Departmental Activities	\$3,171,397	\$2,540,000	\$2,349,500
Fines & Forfeits & Assessments	\$193,952	\$165,000	\$165,000
Investment Income	\$497,129	\$325,000	\$325,000
Miscellaneous Revenue	\$85,863	\$72,500	\$72,500
Miscellaneous Non-recurring	<u>\$335,606</u>	<u>\$53,164</u>	<u>\$0</u>
SUB-TOTAL	\$8,945,903	\$7,125,664	\$6,972,000
Property Taxes & State Aid			
Real & Personal Property Tax Levy	\$87,311,147	\$93,071,746	\$95,663,097
Cherry Sheet Revenue (State Aid)	<u>\$8,374,544</u>	<u>\$8,972,394</u>	<u>\$9,282,358</u>
SUB-TOTAL	\$95,685,691	\$102,044,140	\$104,945,455
Other Available Funds & Free Cash			
Undesignated Fund Balance (Free Cash)	\$3,145,416	\$3,568,037	\$3,380,269
Overlay Surplus	\$500,000	\$500,199	\$499,752
Reserved for Appropriation - Parking	\$67,000	\$25,000	\$40,000
Reserved for Appropriation - C & D	\$0	\$0	\$0
Transfer from other Articles	\$362,804	\$901,135	\$0
Other Available Funds	\$0	\$0	\$10,000
Reserved for Debt Exclusion Offset	<u>\$447,067</u>	<u>\$397,445</u>	<u>\$45,802</u>
SUB-TOTAL	\$4,522,287	\$5,391,816	\$3,975,823
Total General Fund Revenue	\$109,153,881	\$114,561,620	\$115,893,278
Adjustments to General Fund Revenue			
Less Other Amounts Required to be Provided	(\$80,602)	(\$68,559)	(\$124,265)
Less State & County Assessments	(\$1,068,405)	(\$1,080,311)	(\$1,130,809)
Less Provisions for Abatements & Exemptions	(\$960,626)	(\$1,584,557)	(\$1,248,686)
Enterprise & CPA Reimbursements	<u>\$1,760,595</u>	<u>\$1,659,715</u>	<u>\$1,765,000</u>
SUB-TOTAL	(\$349,038)	(\$1,073,712)	(\$738,760)
General Fund Revenue Available for Appropriation	\$108,804,843	\$113,487,908	\$115,154,518

Account Balances

Free Cash	As of February 28, 2011	\$3,380,269
RTS Retained Earnings	As of February 28, 2011	\$419,180
Sewer Retained Earnings	As of February 28, 2011	\$2,905,380
Water Retained Earnings	As of February 28, 2011	\$2,176,413
Parking Meter Fund	As of February 28, 2011	\$111,886
Capital Facility Fund	As of February 28, 2011	\$732,573
Capital Improvement Fund	As of February 28, 2011	\$560,507
Stabilization Fund	As of February 28, 2011	\$3,543,962

Summary of Expenditures
FY 2010 - FY 2012
General Fund Only

	Expended - Appropriated	Current Budget	Recommended
	FY 2010	FY 2011	FY 2012
Town Wide Group	\$27,242,487	\$31,823,713	\$31,483,288
Department Budgets			
Board of Selectmen/Town Manager	\$789,769	\$801,189	\$803,113
Town Clerk/Board of Registrars	\$283,957	\$321,578	\$317,680
Town Counsel	\$347,832	\$262,164	\$298,664
Personnel Board	\$10,885	\$11,600	\$11,600
Finance Department	\$2,059,903	\$2,114,432	\$2,164,861
Finance Committee	\$21,196	\$28,618	\$29,457
Planning Department	\$196,556	\$232,007	\$248,936
Community Development	\$103,833	\$111,196	\$120,442
Police Department	\$4,884,379	\$5,279,417	\$5,225,460
Fire Department	\$5,990,925	\$6,071,646	\$6,336,574
Building Inspector	\$437,041	\$461,601	\$468,208
Minuteman Regional High School	\$435,733	\$369,261	\$562,637
Needham Public Schools	\$45,180,592	\$46,541,078	\$48,436,371
Department of Public Works	\$5,125,935	\$4,906,879	\$4,754,200
Municipal Parking Program	\$262,583	\$282,900	\$55,000
Municipal Street Lighting Program	\$221,962	\$253,300	\$256,000
Department of Public Facilities	\$6,956,742	\$7,387,362	\$7,725,555
Health Department	\$444,989	\$459,841	\$462,130
Diversified Community Social Services	\$536,574	\$564,400	\$564,243
Commission on Disabilities	\$123	\$550	\$550
Historical Commission	\$1,033	\$1,050	\$1,050
Library	\$1,321,006	\$1,333,687	\$1,365,286
Park & Recreation	\$536,680	\$554,060	\$551,270
Memorial Park	\$136	\$750	\$750
Department Budget Total	\$76,150,364	\$78,350,566	\$80,760,037
Town Wide & Department Budget Total	\$103,392,851	\$110,174,279	\$112,243,325
Other Appropriated Uses of General Funds			
General Fund Cash Capital	\$1,495,220	\$2,271,749	\$1,713,859
Other Financial Warrant Articles	\$35,000	\$66,446	\$180,051
Transfers to Other Funds	\$590,681	\$975,434	\$1,017,283
Total from General Funds	\$105,513,752	\$113,487,908	\$115,154,518

Town of Needham
General Fund

FY 2012 Budget Recommendation - Submitted by Finance Committee

Line	Description	FY 2010 Expended	FTE	FY 2011 Current Budget (03/15/2011)	FTE	FY 2012 Finance Committee Recommendation	FTE	% Change from 11	FY 2012 Amendments
<u>Townwide Expenses</u>									
1	Non-Contributory Retirement Payments	49,737		59,400		32,700			
2	Contributory Retirement System	4,181,828		4,552,978		4,722,775			
3	Group Health Insurance & Benefits	8,670,441		9,549,125		9,601,203			
4	Retiree Insurance & Insurance Liability Fund	3,446,556		3,626,375		3,906,275			
5	Unemployment Compensation	91,726		140,000		140,000			
6	Debt Service	9,943,218		11,406,472		10,843,572			
7	Workers Compensation	385,000		400,000		450,000			
8	Casualty Liability & Self Insurance Program	473,981		525,000		525,000			
9	Classification Performance & Settlements	Transfers Only		30,000		202,000			
10	Reserve Fund	Transfers Only		1,534,363		1,059,763			
	Total	27,242,487		31,823,713		31,483,288			
	Townwide Expense Total	27,242,487		31,823,713		31,483,288		-1.1%	
<u>Board of Selectmen & Town Manager</u>									
11A	Salary & Wages	624,033	8.0	639,739	8.0	646,680	8.0		
11B	Expenses	165,736		161,450		156,433			
	Total	789,769		801,189		803,113			
<u>Town Clerk & Board of Registrars</u>									
12A	Salary & Wages	251,541	4.6	282,308	4.6	279,390	4.6		
12B	Expenses	32,416		39,270		38,290			
	Total	283,957		321,578		317,680			
<u>Town Counsel</u>									
13A	Salary & Wages	68,645	0.2	68,664	0.2	68,664	0.2		
13B	Expenses	279,187		193,500		230,000			
	Total	347,832		262,164		298,664			
<u>Personnel Board</u>									
14A	Salary & Wages	385		600		600			
14B	Expenses	10,500		11,000		11,000			
	Total	10,885		11,600		11,600			

**Town of Needham
General Fund
FY 2012 Budget Recommendation - Submitted by Finance Committee**

Line	Description	FY 2010 Expended	FTE	FY 2011 Current Budget (03/15/2011)	FTE	FY 2012 Finance Committee Recommendation	FTE	% Change from 11	FY 2012 Amendments
<u>Finance Department</u>									
15A	Salary & Wages	1,302,128	21.7	1,342,043	21.7	1,385,756	21.7		
15B	Expenses	720,510		734,889		741,605			
15C	Capital	37,265		37,500		37,500			
	Total	2,059,903		2,114,432		2,164,861			
<u>Finance Committee</u>									
16A	Salary & Wages	20,616	0.5	27,493	0.5	28,382	0.5		
16B	Expenses	580		1,125		1,075			
	Total	21,196		28,618		29,457			
	General Government Total	3,513,542	35.0	3,539,581	35.0	3,625,375	35.0	2.4%	
<u>Planning</u>									
17A	Salary & Wages	178,778	3.0	215,547	3.3	232,476	3.3		
17B	Expenses	17,778		16,460		16,460			
	Total	196,556		232,007		248,936			
<u>Community Development</u>									
18A	Salary & Wages	92,575	1.9	99,338	2.3	108,584	2.3		
18B	Expenses	11,258		11,858		11,858			
	Total	103,833		111,196		120,442			
19	Reserved	-		-		-			
	Land Use and Development Total	300,389	4.9	343,203	5.6	369,378	5.6	7.6%	
<u>Police Department</u>									
20A	Salary & Wages	4,554,987	58.0	4,884,190	58.0	4,859,711	57.0		
20B	Expenses	233,532		248,339		239,858			
20C	Capital	95,860		146,888		125,891			
	Total	4,884,379		5,279,417		5,225,460			

**Town of Needham
General Fund
FY 2012 Budget Recommendation - Submitted by Finance Committee**

Line	Description	FY 2010 Expended	FTE	FY 2011 Current Budget (03/15/2011)	FTE	FY 2012 Finance Committee Recommendation	FTE	% Change from 11	FY 2012 Amendments
<u>Fire Department</u>									
21A	Salary & Wages	5,768,539	74.0	5,812,408	74.0	6,095,891	72.0		
21B	Expenses	215,245		259,238		240,683			
21C	Capital	7,141							
	Total	5,990,925		6,071,646		6,336,574			
<u>Building Inspector</u>									
22A	Salary & Wages	425,690	7.3	445,919	7.3	452,113	7.3		
22B	Expenses	11,351		15,682		16,095			
	Total	437,041		461,601		468,208			
<u>Public Safety Total</u>									
		11,312,345	139.3	11,812,664	139.3	12,030,242	136.3	1.8%	
<u>Minuteman Assessment</u>									
23	Assessment	435,733		369,261		562,637			
	TOTAL	435,733		369,261		562,637			
<u>Needham Public Schools</u>									
24	Needham Public School Budget	45,180,592	621.4	46,541,078	618.5	48,436,371	624.4		
	TOTAL	45,180,592		46,541,078		48,436,371			
<u>Public Schools Total</u>									
		45,616,325	621.4	46,910,339	618.5	48,999,008	624.4	4.5%	
<u>Department of Public Works</u>									
25A	Salary & Wages	3,183,243	56.3	3,393,323	56.3	3,025,205	49.0*		
25B	Expenses	1,246,788		1,308,056		1,322,295			
25C	Capital	690,404		5,500		6,700			
25D	Snow and Ice			200,000		400,000			
	Total	5,125,935		4,906,879		4,754,200			
<u>Municipal Parking Program</u>									
26	Municipal Parking Program	262,583		282,900		55,000			
	Total	262,583		282,900		55,000			

**Town of Needham
General Fund
FY 2012 Budget Recommendation - Submitted by Finance Committee**

Line	Description	FY 2010 Expended	FTE	FY 2011 Current Budget (03/15/2011)	FTE	FY 2012 Finance Committee Recommendation	FTE	% Change from 11	FY 2012 Amendments
<u>Municipal Lighting Program</u>									
27	Municipal Lighting Program	221,962		253,300		256,000			
	Total	221,962		253,300		256,000			
<u>Public Works Total</u>									
		5,610,480	56.3	5,443,079	56.3	5,065,200	49.0	-6.9%	
<u>Department of Public Facilities</u>									
28A	Salary & Wages	2,796,956	56.7	2,870,212	53.8	3,058,620	54.8		
28B	Expenses	4,159,786		4,509,505		4,666,935			
28C	Capital	-		7,645					
	Total	6,956,742		7,387,362		7,725,555			
<u>Public Facilities Total</u>									
		6,956,742	56.7	7,387,362	53.8	7,725,555	54.8	4.6%	
<u>Health Department</u>									
29A	Salary & Wages	370,739	5.9	383,012	5.9	385,301	5.9		
29B	Expenses	74,250		76,829		76,829			
	Total	444,989		459,841		462,130			
<u>Human Services</u>									
30A	Salary & Wages	498,836	8.3	487,240	8.3	493,873	7.8		
30B	Expenses	37,738		77,160		70,370			
	Total	536,574		564,400		564,243			
<u>Commission on Disabilities</u>									
31A	Salary & Wages	-		-		550			
31B	Expenses	123		550		550			
	Total	123		550		550			
<u>Historical Commission</u>									
32A	Salary & Wages	-		-		1,050			
32B	Expenses	1,033		1,050		1,050			
	Total	1,033		1,050		1,050			

**Town of Needham
General Fund
FY 2012 Budget Recommendation - Submitted by Finance Committee**

Line	Description	FY 2010 Expended	FTE	FY 2011 Current Budget (03/15/2011)	FTE	FY 2012 Finance Committee Recommendation	FTE	% Change from 11	FY 2012 Amendments
<u>Needham Public Library</u>									
33A	Salary & Wages	1,058,491	22.6	1,072,844	22.6	1,073,225	22.7		
33B	Expenses	262,515		260,843		292,061			
	Total	1,321,006		1,333,687		1,365,286			
<u>Park & Recreation Department</u>									
34A	Salary & Wages	429,489	4.0	443,185	4.0	440,395	4.0		
34B	Expenses	107,191		110,875		110,875			
	Total	536,680		554,060		551,270			
<u>Memorial Park</u>									
35A	Salary & Wages	-		-		750			
35B	Expenses	136		750		750			
	Total	136		750		750			
<u>Community Services Total</u>									
		2,840,541	40.8	2,914,338	40.8	2,945,279	40.4	1.1%	
<u>Department Budgets</u>									
		76,150,364	954.4	78,350,566	949.3	80,760,037	945.5	3.1%	
<u>Total Operating Budget</u>									
		103,392,851		110,174,279		112,243,325		1.9%	

*The prior years DPW F.T.E. totals included an equivalent of 4.3 employees from the sewer and water departments who did the drainage program work. Effective for FY2012 the drainage program will now be budgeted in the enterprise fund and the enterprise funds will now reflect those FTE figures.

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**WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 12, 2011
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS**

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	Hillside School - Cafeteria
Precinct B	-	Hillside School - Cafeteria
Precinct C	-	Newman Elementary School - Gymnasium
Precinct D	-	Newman Elementary School - Gymnasium
Precinct E	-	Pollard Middle School – Inner Room
Precinct F	-	Stephen Palmer Community Room
Precinct G	-	Broadmeadow School - Performance Center
Precinct H	-	Broadmeadow School - Performance Center
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on TUESDAY, THE TWELFTH DAY OF APRIL, 2011

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;

Two Selectmen for Three Years;

One Assessor for Three Years;

Two Members of School Committee for Three Years;

One Trustee of Memorial Park (trustee of soldiers' memorials – veteran) for Three Years;

Three Trustees of Needham Public Library for Three Years;

One Member of Board of Health for Three Years;

One Member of Planning Board for Five Years;

One Member of Needham Housing Authority for Five Years;

One Commissioner of Trust Funds for Three Years;

One Member of Park and Recreation Commission for Three Years;

Two Constables for Three Years;

Eight Town Meeting Members from Precinct A for Three Years;

Seven Town Meeting Members from Precinct B for Three Years;

Eight Town Meeting Members from Precinct C for Three Years;

One Town Meeting Member from Precinct C for One Year;

Eight Town Meeting Members from Precinct D for Three Years;

One Town Meeting Member from Precinct D for One Year;
Eight Town Meeting Members from Precinct E for Three Years;
Eight Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
One Town Meeting Member from Precinct G for Two Years
Eight Town Meeting Members from Precinct H for Three Years;
Nine Town Meeting Members from Precinct I for Three Years;
Eight Town Meeting Members from Precinct J for Three Years.

Warrant for the Annual Town Meeting

MONDAY, MAY 2, 2011 AT 7:30 P.M. AT NEWMAN ELEMENTARY SCHOOL

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

ZONING/LAND USE ARTICLES

ARTICLE 3: NON-BETTERMENT STREET ACCEPTANCE – FARLEY POND LANE

To see if the Town will vote to accept the following streets or portions thereof, constructed by developers under the requirement of the Subdivision Control Law and as laid out by the Board of Selectmen in accordance with plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plans: Farley Pond Lane; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: After the installation of a sewer main in the Farley Pond Lane area, each residence has been connected to the Town's sewer system. The roadway and sub-surface infrastructure are now in compliance with Town standards and the street is eligible to be accepted as a public way.

ARTICLE 4: LAYOUT OF GREAT PLAIN AVENUE

To see if the Town will vote to accept the following streets or portions thereof, previously constructed and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plan: A Portion of Great Plain Avenue; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: During the process of conveying the Upper Hersey commuter lot to the MBTA in the recent land swap for the Needham Heights commuter lot, it was determined that the layout of Great Plain

Avenue did not include all of the existing indented on-street parking and sidewalk. The re-layout of this portion of Great Plain Avenue will ensure that the Town retains control of the on-street parking and sidewalk areas once the commuter parking lot is under the ownership of the MBTA. The re-layout affects the portion of Great Plain Avenue on the west side from Harris Avenue to the MBTA right of way, approximately 955 feet.

ARTICLE 5: AMEND ZONING BY-LAW - TECHNICAL AMENDMENTS FOR NEW ENGLAND BUSINESS CENTER, HIGHLAND COMMERCIAL-128 AND MIXED USE-128 DISTRICTS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 3.2.4, Uses in the New England Business Center, Subsection 3.2.4.1, Permitted Uses, as follows:
 - a. By adding to (f) at the beginning of the subsection: "Medical laboratory or"
 - b. By adding a new section: "(l) More than one building on a lot."
 - c. By adding a new section: "(m) More than one use on a lot."
2. Amend Section 3.2.5, Uses in the Highland Commercial-128 District, Subsection 3.2.5.1, Permitted Uses, as follows:
 - a. By adding to the beginning of the subsection (h): "Medical laboratory or"
 - b. By adding new section: "(j) More than one building on a lot."
 - c. By adding new section: "(k) More than one use on a lot."
3. Amend Section 3.2.6, Uses in the Mixed Use-128 District, Subsection 3.2.6.1, Permitted Uses, as follows:
 - a. By adding to the beginning of (j): "Medical laboratory or"
 - b. By adding new section: "(o) More than one building on a lot."
 - c. By adding new section: "(p) More than one use on a lot."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: Consistent with the vision and intent of the 2002 Zoning Amendments regarding the New England Business Center, Highland Commercial-128 and Mixed Use-128, mixed commercial uses and multiple buildings on one lot were permitted and encouraged. The Planning Board has recognized this in recent permitting. This amendment would codify the intent of the original zoning plan for the three business districts. In addition, although the medical laboratory use arguably falls within permitted laboratory uses, the amendment is recommended to clarify this intent.

ARTICLE 6: AMEND ZONING BY-LAW - OUTDOOR SEATING

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by adding a new designation which shall read as follows:

“Y* allows for the use upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Board of Selectmen in accordance with Section 6.9”

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by adding to Accessory Uses “Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter” Y* in B, CSB, CB, and ASB.
3. In Section 6, Special Regulations, by inserting a new Subsection 6.9, Outdoor Seating, to read as follows:

“6.9. Outdoor Seating

6.9.1. Applicability

Section 6.9.2 shall apply in any business district in which restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter is permitted under Section 3.2.2 of this By-Law.

6.9.2 Basic Requirements Seasonal Outdoor Seating

Seasonal temporary (i.e. April through October) outdoor seating, including but not limited to tables, chairs, serving equipment, planters, and umbrellas, for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter is permitted during normal hours of operation, subject to minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board in the case of (a) below and the Board of Selectmen in the case of (b) below, provided that:

- (a) It is within the front yard, rear yard, or side yard of the restaurant’s owned, licensed, or leased property, but only if said yard abuts a public right-of-way, public property, or other public uses, provided that:
 - (i) Such use is clearly related to the restaurant conducted inside the principal building;
 - (ii) A minimum width of forty-eight inches (48”), or as otherwise provided by law, shall be continuously maintained and unobstructed for the sidewalk or entrance into the principal building, or any other designated sidewalks or pedestrian paths, as shown on the plan provided to the Planning Board;
 - (iii) Outdoor seating is prohibited in designated or required landscaped areas, parking lots, or drive aisles;
 - (iv) Such use does not obstruct or otherwise interfere with visibility at intersections;
 - (v) Except as otherwise provided in subsection (b), the outdoor seating must be on the same lot as the establishment; and;
 - (vi) At the close of business, the area of outdoor seating must be cleaned, including clearing of all tables and removal of all trash.

- (b) It is within the public sidewalk abutting the front, rear, or side yard of the restaurant's owned or leased property so long as there remains no less than forty-eight inches (48"), or as otherwise permitted by law, of unencumbered sidewalk width remaining, or, alternatively, on a public way or other public property abutting the front, rear, or side yard of the restaurant's owned or leased property, provided that:
- (i) No temporary outdoor restaurant seating shall be permitted, unless the Board of Selectman authorizes the placement of temporary outdoor seating within the public right-of-way, public sidewalks and/or on public property;
 - (ii) Such use is clearly related to the restaurant conducted inside the principal building;
 - (iii) A minimum width of forty-eight inches (48"), or as otherwise permitted by law, shall be continuously maintained and unobstructed for the sidewalk or entrance into the principal building, or any other designated sidewalks or pedestrian paths, as shown on the plan provided to the Board of Selectmen;
 - (iv) Outdoor seating is prohibited in designated or required landscaped areas, parking lots, or drive aisles;
 - (v) Such use does not obstruct or otherwise interfere with visibility at intersections;
 - (vi) The outdoor seating must be adjacent to the restaurant establishment and in front, to the rear, or to the side of, as the case may be, the front face of the restaurant's owned or leased property; and;
 - (vii) At the close of business, the area of outdoor seating must be cleaned, including clearing of all tables and removal of all trash.

Items (a)(i), (a)(iii), (a)(v) and (b)(ii), (b)(iv), and (b)(vi) shall not apply during special town-wide festivals or events during the year as designated by the Board of Selectmen.

Where there is authorization for the placement of seasonal temporary outdoor restaurant seating and where such seating could be interpreted to be an increase in the number of seats serving a restaurant, such seating shall not be counted toward the off-street parking or loading requirements, so long as they remain seasonal and temporary and do not increase capacity by more than thirty percent (30%)."

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: This article would allow the Planning Board to permit on private property, upon minor site plan review, seasonal temporary outdoor seating at restaurants and allow the Board of Selectmen to permit on a public way or other public property, again subject to minor site plan review, seasonal temporary outdoor seating at restaurants. The article imposes conditions upon such uses. Any approval from the Board of Selectmen would also require a separate license or lease of the public land and compliance, if applicable, with the Board's Alcohol Regulations. There will be a companion article amending the General By-Law to allow obstruction of public ways and sidewalks so as to accommodate the outdoor seating authorized by this amendment.

ARTICLE 7: AMEND ZONING BY-LAW - NEIGHBORHOOD BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 3.2.3, Uses in the Neighborhood Business District, Subsection 3.2.3.1 Permitted Uses, as follows:
 - a. Delete in (j) the words: "provided such structure was in existence prior to December 31, 1992 and was previously used as a single-family detached dwelling".
 - b. Delete in (k) the words: "provided such structure was in existence prior to December 31, 1992 and was previously used as a two-family detached dwelling" and add the words "provided they comply with the reconstruction provisions of Section 1.4.7.4."
 - c. Amend (p) to read: "Beauty salon, day spa, barber shop, tailor, dressmaker, shoe repair, photographic processing, photocopying and reduction services but not commercial printing, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per establishment."
 - d. Add "(v): Professional offices, not listed in (q), provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per company."
 - e. Add "(w): Offices for consumer sales and/or services totaling no more one thousand five hundred (1,500) square feet per company."
 - f. Add "(x) General office uses, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per company."
 - g. Add at the end of this section: "As to uses (l)-(x) above, all operations must be conducted entirely within an enclosed building. Storage of equipment and products outdoors during non-operating hours is prohibited. Commercial delivery and/or maintenance trucks must be parked during non-operating hours in a garage or in an outdoor area not within the required setback for the principal building and shall be screened from the view of the abutting lots and street(s). If operations of the aforementioned uses are in whole or in part conducted outdoors during operating hours, such uses shall be deemed to be uses permitted by special permit pursuant to Section 3.2.3.2."
2. Amend Section 3.2.3, Uses in the Neighborhood Business District, Subsection 3.2.3.2, Uses Permitted by Special Permits as follows:
 - a. Amend (c) to read: "Bank, provided the gross floor area so used does not exceed three thousand (3,000) square feet gross floor area per company."
 - b. Add (k): "Medical, dental or psychiatric office exceeding one thousand (1,000) square feet gross floor area per company."
 - c. Add (l): "Professional offices, not listed in 3.2.3.1 (q), exceeding one thousand five hundred (1,500) square feet gross floor area per company."
 - d. Add "(m): Offices for consumer sales and/or services exceeding one thousand five hundred (1,500) square feet gross floor area per company."
 - e. Add (n): "General office uses exceeding one thousand five hundred (1,500) square feet gross floor area per company."
 - f. Add "(o): Uses (l)-(x) of Section 3.2.3.1 conducting operations in whole or in part outdoors during operating hours."
 - g. Add at end of this section: "Uses conducted in whole or in part outdoors during operating hours and/or storing equipment and product outdoors during non-operating hours shall be required to provide such screening and landscaping as deemed necessary by the SPGA to shield neighboring residential uses. Except for use (e), commercial delivery and/or maintenance trucks must be parked during non-operating hours in a garage or in an outdoor area not within the required setback for the principal building and shall be screened from the view of the abutting lots and street(s)."

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: Many owners and realtors are experiencing difficulties in selling and/or leasing properties in this zoning district. Currently, the zoning does not allow single and two-family uses unless they existed prior to 1992 and were continuously used as such. The amendment allows single and two-family uses as of right and expands allowable business uses. The proposed additional uses would permit uses of similar or lesser impact than those presently allowed to be permitted either by right or special permit, thereby affording greater flexibility in finding tenants and/or facilitating sales. The article would also mitigate the impact of any uses in the district by regulating any operations conducted outside, and by mandating screening or indoor storage during non-operating hours.

ARTICLE 8: AMEND ZONING BY-LAW - CORRECTIVE ZONING AMENDMENTS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 4.1.5 Minimum Required Lot Width by replacing “4.5.1” with “4.6.1”.

The former section does not contain the minimum frontage requirements referenced; the latter does. The provision would read as follows: “Building lots in all zoning districts recorded or endorsed after January 9, 1986 shall be required to have a minimum lot width for a distance that extends from the front lot line throughout the building or structure not less than the applicable minimum frontage for the district in which said lot is located, as specified in Sections 4.2.1, 4.3.1, 4.4.1 and **4.6.1**; except, however, in the Single Residence A District such minimum required lot width shall be at least 120 feet.”

2. Amend Section 4.2.4 Flexible Development Consistent with the Subdivision Control Law (a) General by inserting the words “Rural Residence Conservation,” after “General Residence,” in the last sentence.

The Rural Residence Conservation districts should have been included in the flexible development provision and was inadvertently omitted.

3. Amend second sentence of footnote * in Section 4.3.1 Table of Regulations (applicable to Apartment Districts) by replacing “4.6.2” with “4.7.2”.

The former section relates to front and side setbacks in Industrial Districts; the latter to height limitation exceptions in, inter alia, Apartment Districts. The footnote would read: “See height limitation exceptions in Section **4.7.2**.” Section 4.7.2 is entitled “Height Limitation Exceptions in...Apartment...Districts”.

4. Amend Section 4.3.5 Setback for Other Uses in the Dimensional Regulations for Apartment Districts by replacing “4.6.4” with “4.7.1 and 4.7.3.”

Section 4.6.4 governs height limitations in Industrial Districts and is not applicable to the front, side and rear line setbacks referenced in 4.3.5 as relating to Apartment Districts. Section 4.7.1 provides Special Conditions relating to Specific Front Setbacks and Section 4.7.3 relates to minimum side line setbacks for a dwelling or institutional building within Apartment Districts. Section 4.3.5 would read: “Front, side, and rear line setbacks for any permitted building or structure, other than an apartment house (or a structure accessory thereto), shall be the same as required in Section 4.2.1 and **4.7.1 and 4.7.3**.”

5. Amend Section 4.4.2 (b) Maximum Building Bulk with respect to Dimensional Requirements in Commercial Districts by adding clarifying language after “4.4.5”: “, third paragraph, second sentence.”

4.4.2(b) relates to maximum lot coverage and floor area ratio requirements in the Center Business District. It refers back to Table 1 in subsection (a) and then references Section 4.4.5, which, relating as it does to driveway openings, is not apparently applicable. However, buried in the second sentence of the third paragraph is language permitting the Planning Board by special permit to increase the maximum floor area ratio if a shared driveway eliminates the need for an individual driveway in the Center Business District. Clarity would be afforded by amending this provision. Section 4.4.2(b) would thus read in relevant part: “Buildings and structures which are located on property in the Center Business District are not limited to the maximum lot coverage requirements in this Section 4.4.2 as specified in Table 1, but shall have a maximum floor area ratio of 1.0 or the floor area ratio in existence on January 1, 1990, whichever is greater. “(See also Section 4.4.5, **third paragraph, second sentence**)”

6. Amend the By-Law by deleting all references in the By-Law to the “Industrial Park” from the captions, as well as from the text and the respective zone requirements.

The Industrial Park district no longer exists so all references to the zone and its specific requirements should be deleted, in particular:

- a. Table of Contents: delete “and Industrial Park” from reference to 4.6 (p. 2)
- b. Classes of Districts Section 2.1: delete “IND P – Industrial Park” (p.17)
- c. Uses in Rural Residence-Conservation...Industrial Park Districts Section 3.2.1
 - Delete “and Industrial Park” from caption of section and insert “and” between “Industrial” and “Industrial-1” (p. 23)
 - Delete “IND P” from first sentence in Section 3.2.1 and insert “and” between “IND” and “IND-1” (p. 23)
 - Delete “IND P” column in use table in Section 3.2.1 (pp. 23-34)
 - Delete footnotes (a) and (b) relating to uses in Industrial Park (pp 34-35)
- d. Dimensional Regulations for Industrial and Industrial Park Districts Section 4.6
 - Delete “and Industrial Park” from caption of section (p. 139)
 - Delete “Industrial Park” from row in use table in Section 4.6.1 (p. 139)
 - Delete “or Industrial Park” from the first sentence in Section 4.6.3 (p. 139)
 - Delete “or industrial park” from the first sentence in Section 4.6.5 and insert “or” between “manufacturing” and “industrial” (p. 139)
- e. Special Conditions Section 4.7
 - Delete “ and Industrial Park” from caption of Section 4.7.2 and insert “and” between “Industrial” and “Industrial-1” (p. 141)
 - Delete “and Industrial Park” from the first sentence in Section 4.7.2 and insert “and” between “Industrial” and “Industrial-1” (p. 141)
 - Delete “or Industrial Park” from the first sentence in Section 4.7.3 and insert “or” between “Business” and “Industrial” (p. 141)
 - Delete “or Industrial Park” from the second sentence in Section 4.7.3 and insert “or” between “Business” and “Industrial” (p. 141)
- f. Driveway Openings Section 5.1.3
 - Delete “Industrial Park” from the second sentence of subsection (d) (p. 155)
 - Delete “or Industrial Park” from first sentence of subsection (j) and insert “or” between “Business” and “Industrial” (p. 156)
 - Delete “except however, in the Industrial Park District, if more than one lot is held in common ownership and devoted to parking for the same principal use or building, the

interior lot lines are excluded from the rear and side setbacks” from third sentence of subsection (j) (p. 156)

g. Accessory Uses Section 6.1.2

Delete “and Industrial Park” from the first sentence in Section 6.1.2 and insert “and” between “Rural Residence--Conservation” and “Institutional” (p. 161)

h. Limited Heliports Section 6.5.1

Delete “and Industrial Park” from the first sentence in Section 6.5.1 (p.164)

i. Building or Use Permit Section 7.2.5

Delete “Industrial Park District” from the first sentence of this section. (p. 183)

j. Authority and Specific Powers of Design Review Board Section 7.7.2.2

Delete “Industrial Park District” from second paragraph of this section (p. 195)

7. Further Amend Section 4.7.2 Height Limitation Exceptions in Business, Apartment, Industrial, Industrial-1 and Industrial Park Districts by replacing references to “Section 4.4.2 and 4.5.4” in the first paragraph with “Section 4.4.3 and 4.6.4” and replacing the reference to “Section 4.3.2” in the second paragraph with “Section 4.3.1”

This section, which relates to height limitation exceptions in various districts. Section 4.4.2 relates to maximum building bulk requirements, which is not applicable; Section 4.4.3 is the applicable height limitation provision. Section 4.5.4 does not exist; the appropriate reference is Section 4.6.4, the height limitation provision for industrial districts. Similarly, the height limitation provision applicable to Apartment districts is Section 4.3.1 not the referenced 4.3.2. The first sentence of the first paragraph should read in relevant part: “In Business... the limitation of height in feet in Section **4.4.3** and **4.6.4** shall not apply to towers, steeples...” The second paragraph should read in relevant part: In Apartment districts the limitation of height in feet in Section **4.3.1** shall not apply to the structures enumerated herein except...”

8. Amend Section 4.7.5 Reduction in Dimensional Regulations by Special Permit by correcting the reference in the second paragraph from “This Section 4.6.5” to “This Section 4.7.5”.

The reference in the second paragraph incorrectly refers to the section as 4.6.5 rather than 4.7.5. This paragraph should read: “This Section **4.7.5** shall apply only to buildings...”

9. Amend Section 4.10.4 Gould Street-Highland Avenue Buffer in the Dimensional Regulations for Industrial-1 District by replacing “4.6.1(e) and (f)” with “4.7.1 (b) and (c).”

This section refers back to special front building setback lines. Sections 4.6.1 (e) and (f) do not exist. The appropriate references are 4.7.1 (b) and (c). This sentence would read: “The special front building setback lines of 50 feet, as provided for in Subsections **4.7.1 (b) and (c)**, shall be landscaped vegetative buffer area in the Industrial-1 District.”

10. Amend Section 5.1.3 Driveway Openings by deleting Sections “4.5.6 and 4.7.3” and replace them with Sections “4.6.6 and 4.10.3”.

This section addresses driveway opening regulations in Business, Industrial and Industrial-1 Districts. While the first section referenced (4.4.5) does relate to driveway openings in Business Districts, the other two sections are mislabeled. Driveway openings in Industrial Districts are covered by Section 4.6.6 and driveway openings in Industrial-1 District are addressed in Section 4.10.3. The second sentence should read: “See Sections 4.4.5, **4.6.6**, and **4.10.3** for Driveway Openings Regulations in Business, Industrial and Industrial-1 Districts.”

11. Amend Section 5.5 Signs by deleting “XIX” and inserting “5”.

The proper reference to the Needham Sign By-Law is no longer Article XIX but Article 5 of the General By-Laws. The sentence should read: “Signs within the Town are regulated and controlled by Article 5 of the Town’s General By-Laws.”

12. Amend Section 7.7.2.2 Authority and Specific Powers of the Design Review Board by inserting in the first sentence of the second paragraph between the words “Industrial District” and “Industrial-1 District” the words “Elder Services Zoning District”.

When this new zoning district was added, review by the Design Review Board through major site plan review for such projects was arguably included; this amendment would make this clear. The first sentence of the second paragraph should read in relevant part: “The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a...Industrial District, **Elder Services Zoning District**, Industrial-1 District...”

13. Further amend Section 7.7.2.2 Authority and Specific Powers of the Design Review Board by deleting “XIX” and inserting “5” in the last sentence of the second paragraph.

The proper reference to the Needham Sign By-Law is no longer Article XIX but Article 5 of the General By-Laws. The sentence should read: “The Design Review Board shall also review requests for all sign permits, as required under Article 5 of the Needham General By-Laws.”

14. Amend Section 7.7.3 Procedure of the Design Review Board by deleting “XIX” and inserting “5” in the first sentence of the first paragraph.

The proper reference to the Needham Sign By-Law is no longer Article XIX but Article 5 of the General By-Laws. The sentence in relevant part should read: “An application for Design Review Board shall be submitted to the Design Review Board...(See ...Article 5 of the General By-Laws for application procedure for all sign permits.”

15. Amend Section 7.7.4 Design Criteria of the Design Review Board by deleting “XIX” and inserting “5” in the last sentence of this section.

The proper reference to the Needham Sign By-Law is no longer Article XIX but Article 5 of the General By-Laws. The sentence in relevant part should read: “In addition... the Design Review Board shall review requests for sign permits according to the design guidelines listed in Section 3.5 of Article 5 of the General By-Laws.”

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: Over the years, Town Meeting has approved numerous inserts and other changes to the Zoning By-Law. Unfortunately, when these changes occurred, not all references were changed or deleted as required. This article would correct inaccurate references and delete sections no longer applicable.

ARTICLE 9: AMEND ZONING BY-LAW - SCHEDULE OF USE REGULATIONS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by adding the following paragraph to the end of the section as follows:

“Notwithstanding the uses set forth in the Schedule of Use Regulations (Section 3.2), in all Industrial, Business, and/or Commercial zoning districts, including Mixed Use-128 the Planning Board may allow by right a use that the Planning Board determines to be in the same general use category and is similar in kind to, and is similar in impact to, a use allowed by Section 3.2 as of right, or by special permit a use that the Planning Board determines to be in the same general use category and is similar in kind to, and is similar in impact to, a use allowed by Section 3.2 by special permit.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT:

Article Information: The ongoing evolution of the types and varieties of businesses outstrips the defined historical uses designated in the By-Law. As a result, many proposed innovative businesses are unable to locate in Needham even though they are similar in kind and impact to those allowed either by right or by special permit. The article would impart a measure of flexibility into the By-Law by allowing the Planning Board to determine if a use is similar in intent and impact to one already allowed in a particular district either by right or by special permit. If that use is allowed by right, the Planning Board is authorized, upon finding that it constitutes the same general use and is similar in intent and impact to one specifically authorized by the By-Law, to allow it by right; if it is a specially permitted use, the Planning Board, upon making the same finding, may allow it by special permit.

CITIZENS' PETITIONS

ARTICLE 10: AMEND ZONING BY-LAW – NEEDHAM CENTER OVERLAY DISTRICT

To amend the zoning by-laws, section 3.8.4.2 Building height requirements in the Needham Center Overlay District section (a) to read as follows:

(a) In Sub-District A: The minimum building height shall be two stories and twenty-seven feet and the maximum building height shall be two and one-half stories and thirty-five feet as of right. By Special Permit from the Planning Board, the maximum height of a building may be increased up to the following limits: three stories and thirty-seven (37) feet as shown in the Design Guidelines under Subsection 3.8.8 below.

This would be striking out four stories and forty-eight (48) feet. Provided that the fourth story is contained under a pitched roof or recessed from the face of the building

To amend the zoning by-laws section 3.9.4.2 Building height requirements in the Lower Chestnut Street Overlay District section (a) to read as follows:

The maximum building height in the Lower Chestnut Street Overlay District shall be two and one-half stories and thirty-five feet as of right. For lots having the required minimum frontage on Chestnut Street, the Planning Board may grant a Special Permit for a maximum building height of three stories and thirty-seven feet as shown in the Design Guidelines under Section 3.9.8 below.

This would strike out four stories and forty-eight (48) feet, provided that the fourth story is located under a pitched roof or recessed from the face of the building,

INSERTED BY: Citizens' Petition: Louis Wolfson, et al

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The article proposes to amend the Zoning By-Law as it relates to building height and number of stories in both the Needham Center Overlay District and the Chestnut Street Overlay District so as to reduce the allowable maximum building height and number of stories currently permitted by special permit from the Planning Board from four stories and 48 feet to three stories and 37 feet.

The Needham Center Overlay District is currently divided into two sub-districts, A and B, in order to accommodate different height regulations. Current regulations allow increased heights in Sub-District B to 2+1 stories and in Sub-District A to 3+1 stories. The "+1" designation means that the top floor is allowed if contained under a pitched roof or stepped back from the façade. The proposed amendment would be limited to Sub-District A within the Needham Center Overlay District.

Presently, in Sub-District A, which lies along a portion of Great Plain Avenue, the minimum building height is set at two stories and twenty-seven (27) feet and the maximum building height allowed as-of-right is set at two and one-half stories and thirty-five (35) feet. The Planning Board currently has authority to grant a special permit to increase the maximum height and number of stories to three stories and thirty-seven (37) feet, or four stories and forty-eight (48) feet if the fourth story is contained under a pitched roof or recessed from the face of the building. Under the proposed amendment the Planning Board's authority to grant a special permit to increase maximum building height and number of stories in Sub-District A of the Needham Center Overlay District would be limited to three stories and thirty-seven (37) feet.

Much like Sub-District A of the Needham Center Overlay District, the Lower Chestnut Street Overlay District currently provides for a special permit to increase the maximum building height and number of stories from the as-of-right standard of two and one-half stories and thirty-five (35) feet to three stories and thirty-seven (37) feet or four stories and forty-eight (48) feet, i.e., a 3+1 story building. However, the special permit option applies only to properties with conforming frontage on Chestnut Street of 100 ft. As is the case for the Needham Center Overlay District, under the proposed amendment the Planning Board's authority to grant a special permit to increase maximum building height and number of stories in the Chestnut Street Overlay District would be limited to three stories and thirty-seven (37) feet.

As required by law, the Planning Board will present its recommendations on this article at the Annual Town Meeting.

ARTICLE 11: AMEND ZONING BY-LAW / FARMERS' MARKET

INSERT NEW USE CATEGORY UNDER **AGRICULTURE** in Table 3.2.1 and Table 3.2.2:

Periodic outdoor sale, but not to exceed once a week, during the season from May 15 to November 30 by a non-profit corporation or organization operating a farmers market for the sale of edible farm products,

farmer raised flowers, farmer raised plants, firewood, homemade preserves, homemade baked goods, homemade soaps, farm wool products, and similar products, including the outdoor display of such merchandise. Outdoor display and outdoor sales are permitted on existing parking spaces, provided that adequate parking and loading are maintained.

INSERT **SP** in all zoning districts in Table 3.2.1 and Table 3.2.2 for the above use

INSERTED BY: Citizens' Petition: Jeffrey Friedman, et al

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The article proposes to amend the Zoning By-Law, Schedule of Use Regulations, so as to allow a non-profit corporation or organization to operate a farmers market where the periodic outdoor sale of edible farm products, farmer raised flowers, farmer raised plants, firewood, homemade preserves, homemade baked goods, homemade soaps, farm wool products, and similar farm products, including the outdoor display of such merchandise, would be permitted by special permit. Periodic outdoor sale is defined as not more than once a week during the season from May 15 to November 30. The use would be permitted by special permit from the Board of Appeals in all zoning districts except the New England Business Center, Highland Commercial-128, Mixed-Use 128, Neighborhood Business and Elder Services Districts.

As required by law, the Planning Board will present its recommendations on this article at the Annual Town Meeting.

ARTICLE 12: AMEND ZONING BY-LAW / RECONSTRUCTION OF TWO-FAMILY DWELLINGS

To see if the Town will vote to amend the Needham Zoning By-Law, Section 1.4.7.4 Reconstruction of Two-Family Dwellings Located in a Single Residence A, Single Residence B or Rural Residence-Conservation District Where the Use is Prohibited by adding the following language at the end thereof:

Notwithstanding the provisions of this section to the contrary, the Board of Appeals may allow reconstruction of a non-conforming two-family dwelling on a lot resulting in the construction of enclosed garage space servicing two cars per dwelling unit, provided the Board finds that the additional garage space:

- a. will not alter the character of the premises in which it is located,
- b. will not have a material adverse effect on the value of the land and buildings or structures in the neighborhood, or on the amenities thereof, and
- c. will be appropriate in scale and mass for the neighborhood, taking into consideration the size, number and location of proposed garage doors.

Or take any other action relative thereto.

INSERTED BY: Citizens' Petition: George Guinta, Jr., et al

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The article proposes to amend the Zoning By-Law as it relates to the reconstruction of a non-conforming two-family dwelling in a Single Residence A, Single Residence B or Rural Residence-

Conservation district where a two-family use is otherwise prohibited. Presently, the Zoning By-Law allows, by special permit from the Board of Appeals, for an existing non-conforming two-family house to be reconstructed with a footprint greater in area than that of the original non-conforming building provided, among other restrictions, that the amount of enclosed garage space is limited to one car per dwelling unit. The proposed amendment would increase the permissible enclosed garage space from one to two cars per dwelling unit subject to further findings from the Board of Appeals regarding the dwelling's scale and mass for the neighborhood, taking into consideration the size, number, and location of the proposed garage doors.

As required by law, the Planning Board will present its recommendations on this article at the Annual Town Meeting.

ARTICLE 13: AMEND ZONING BY-LAW / ACCESSORY STRUCTURES

To see if the Town will vote to amend the Needham Zoning By-Law, Section 4.2 Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.3, Minimum Side and Rear Line Setbacks: Accessory Structures, by adding a new sentence at the end of the paragraph, so that the entire subsection shall now read as follows: (new language underlined):

"No accessory building or structure, excepting fences, shall be constructed, altered or relocated so that any part thereof shall be less than ten (10) feet from any other building or structure or less than five feet from the side or rear lines of the lot on which such building or structure is located. Notwithstanding the foregoing, an accessory pergola need not comply with the requirements of the preceding sentence but said pergola must comply with all dimensional setback requirements from abutting properties and from streets and ways. For purposes of this paragraph, "pergola" means an open frame structure consisting of colonnades or posts with a latticework roof designed to support climbing plants, either standing alone or attached to another building or structure."

INSERTED BY: Citizens' Petition: Robert Lizza, et al

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: *Presently, in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, accessory buildings and structures (excepting fences) are required to be placed at least ten feet from any other building or structure on the lot. The article would permit an exception to the above-noted rule for an accessory pergola. In the subject case, an accessory pergola would be exempted from the minimum 10-foot setback requirement as relates another building or structure on the lot. All other dimensional setback requirements from abutting properties and from streets and ways would remain unchanged.*

As required by law, the Planning Board will present its recommendations on this article at the Annual Town Meeting.

HUMAN RESOURCES ARTICLES

ARTICLE 14: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2011, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	\$66,079
Town Clerk with 6 years of service in that position	\$81,687 (1)
Selectmen, Chairman	\$1,800
Selectmen, Others	\$1,500

- (1) In addition, such compensation shall also include payment of longevity in the amount of \$4,902, the accumulation of 15 days of non-occupational sick leave per fiscal year; and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32, in an amount not to exceed \$40,097. The annual salary of \$81,687 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed \$8,326. At the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$11,657; or take any other action relative thereto.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

Article Information: In accordance with MGL Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits as close to that of other full-time employees as possible. Payment for longevity, as well as buy-back of sick leave and vacation at the time of separation from Town service, is now included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000, such payment to be made at the time of separation from Town service.

The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977.

ARTICLE 15: FUND COLLECTIVE BARGAINING AGREEMENT –INDEPENDENT TOWN WORKERS ASSOCIATION/MASSACHUSETTS LABORERS'DISTRICT COUNCIL

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association/Massachusetts Laborers' District Council, and to

appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT:

Recommendation to be Made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT:

Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

**ARTICLE 16: FUND COLLECTIVE BARGAINING AGREEMENT – PUBLIC WORKS/
MASSACHUSETTS LABORERS’DISTRICT COUNCIL**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Public Works/Massachusetts Laborers’ District Council, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT:

Recommendation to be Made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT:

Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

**ARTICLE 17: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM 911
OPERATORS/ MASSACHUSETTS LABORERS’DISTRICT COUNCIL**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham 911 Operators/Massachusetts Laborers’ District Council, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT:

Recommendation to be Made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT:

Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE 18: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT:

Recommendation to be Made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT:

Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE 19: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE SUPERIOR OFFICERS’ ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers’ Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT:

Recommendation to be Made at Town Meeting

PERSONNEL BOARD RECOMMENDS THAT:

Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

GENERAL ARTICLES

ARTICLE 20: AMEND GENERAL BY-LAW / BOARD OF HEALTH REGULATIONS

To see if the Town will vote to amend Section 8.2 Enforcement by deleting subsection 8.2.2.7 Board of Health Regulations, sub-subsections A through F in their entirety and replacing them with a new sub-subsection as follows;

Board of Health Regulations

Enforcement Agent: Health Director, Environmental Health Agent, or Public Health Nurse

Fine Schedule:

First Offense - \$50

Second Offense - \$100

Third Offense - \$200

Fourth and Subsequent Offenses - \$300

Or take any other action relative thereto.

INSERTED BY: Board of Health

FINANCE COMMITTEE RECOMMENDS THAT:

Recommendation to be Made at Town Meeting

Article Information: The purpose of this proposed amendment is to standardize and simplify the non-criminal disposition schedule of fines relating to Board of Health regulations. The proposal consolidates

six different fine schedules into one schedule that will also be applicable to new regulations adopted by the Board of Health.

FINANCE ARTICLES

ARTICLE 21: TRANSFER OF BUDGETARY FUND BALANCE

To see if the Town will vote to transfer \$3,380,269 from the Budgetary Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in its computation of the tax rate for the fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Budgetary fund balance (free cash) is the result of unexpended appropriations and revenue in excess of estimates from fiscal year 2010.

ARTICLE 22: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986

To see if the Town will vote to accept, for fiscal year 2012, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 90% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. In fiscal year 2010 the cumulative increase above the statutory limit was 85%.

ARTICLE 23: APPROPRIATE FOR SENIOR CORPS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$15,000 for the purpose of funding the Senior Corps program, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Senior Corps is a program whereby qualified elderly and disabled property owners may work up to 100 hours for the Town. In turn, the individuals are paid approximately \$800, which is applied to their property tax bills. Eligible individuals are entitled to one payment per fiscal year.

ARTICLE 24: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$15,051 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The 2009 Annual Town Meeting voted to establish a Property Tax Assistance Program. The goal of the Board of Selectmen is to set a target annual appropriation for the fund equal to the amount of private contributions to the Town's statutory voluntary tax relief program during the preceding fiscal year, up to a maximum appropriation of \$25,000 (2008 dollars). The voluntary fund received \$15,051 in fiscal year 2010.

ARTICLE 25: APPROPRIATE THE FY 2012 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of \$40,000, from the Overlay Surplus in the amount of \$499,752, from amounts reserved for debt exclusion offsets of \$45,802; and \$300,000 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 4 in order to meet expenses for post employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted as Shown on Pages 11 - 15

ARTICLE 26: APPROPRIATE THE FY 2012 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the Department of Public Works during fiscal year 2012, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Town of Needham RTS Enterprise FY 2012								
Line #	Description	FY 2010		FY 2011		FY 2012		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
101A	Personnel	\$ 624,377	9.0	\$ 635,125	9.0	\$ 639,479	9.0	
101B	Expenses	\$ 1,070,123		\$ 1,115,280		\$ 1,139,984		
101C	Operating Capital	\$ 39,209		\$ 58,000		\$ 43,000		
101D	Debt Service	\$ 149,051		\$ 150,000		\$ 150,000		
102	Reserve Fund	Transfers Only		\$ 45,000		\$ 25,000		
TOTAL		\$ 1,882,760	9.0	\$ 2,003,405	9.0	\$ 1,997,463	9.0	
FY 2012 Budget Percentage Change from FY 2011 Budget								-0.3%

and to meet this appropriation that \$547,673 be raised from the tax levy and transferred to the RTS Enterprise Fund, and \$200,000 be transferred from RTS Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the Town's Recycling Center and Transfer Station (RTS). Approximately 75% of Needham residents make use of the facility directly, and many other residents utilize the RTS through subscription hauler services. The RTS also provides disposal and recycling services for Town Departments, and materials processing and snow dump services for the DPW. The RTS is recognized as having one of the most diverse recycling programs in the Commonwealth.

In FY2010, the RTS processed and disposed of 8,720 tons of solid waste (trash), as compared to 8,268 tons in FY2009. The trash is transported to and incinerated at the Wheelabrator waste to energy plant in Millbury, Massachusetts. In FY2010 the RTS diverted 315 tons of wood waste material, which was used to produce electricity at a wood burning power plant, 343 tons was diverted in FY2009, and 392 tons was diverted in FY2008. During FY2009, the RTS removed 8,392 tons of materials through the various recycling programs. In FY2010, 9,658 tons of recycled material was removed from the waste stream.

The RTS handled and processed 6,651 tons of yard waste during FY2010, compared to 7,277 tons in FY2009. The RTS also processed 9,658 tons of public works waste in the materials processing area during FY2010, compared to 8,392 tons in the previous year. This processing work is related to the General Fund contribution to the RTS budget. Had the Town not disposed of the materials through RTS operations, the cost to use private contractors to process this waste would have been higher.

The recycling market remains anemic, and demand for material declined for two years in a row, which has kept recycling revenue lower than in previous years. The lower demand for some recyclable materials has forced the Town to pay to for removal of some of those commodities, albeit at a lower cost than regular disposal cost. The FY2012 budget plan is designed to maintain existing services, and maintain a level

sticker rate. The plan includes reductions in operating capital and the reserve fund, along with the use of \$200,000 in retained earnings. The use of retained earnings is in anticipation of a recovery in the recycling market in the next 12 months so that the use of one-time funds can be offset by higher fee revenue. Should market conditions not improve, it may be necessary to increase rates or change the level of service, or both.

The operating budget for FY2012 is \$5,942, or 0.3% less than the current FY 2011 budget. The change is attributable to a \$4,354 increase in personnel related costs (0.7%), a \$24,704 increase in non-personnel related costs (2.2%), a \$15,000 (-25.9%) decrease in operating capital, and a \$20,000 (-44.4%) decrease in the reserve fund. There is no change in debt service line for next year.

The change in personnel reflects changes in staffing. The Division eliminated a part-time position in FY2011. At the time of publication, the Town had not yet settled a collective bargaining agreement for fiscal year 2012. The increase in the expense line is attributable in large part to higher disposal costs (\$45,000) which were offset in part by reductions in professional and technical services, communication expenses, other services, and various supplies and materials expenses. The net change was an increase of \$24,704. As noted above, both the operating capital line and reserve fund were reduced by a total of \$35,000. The \$43,000 line for operating capital reflects the annual purchase of containers, transfer trailers and other operating related capital. The lower amount for capital is in anticipation of more favorable pricing for those items in FY2012. The reserve fund has been lowered based on past experience. Debt service is level funded at \$150,000 and supports the debt capacity requirements to continue the current RTS operations.

The RTS also reimburses the general fund for costs incurred and paid by the General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The budget is funded through a combination of property tax revenue and user fees.

ARTICLE 27: APPROPRIATE THE FY 2012 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2012, under the provisions of M.G.L. Chapter 44, Section 53F ½:

**Town of Needham
Sewer Enterprise
FY 2012**

Line #	Description	FY 2010		FY 2011		FY 2012		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
201A	Personnel	\$ 658,119	9.2	\$ 629,896	9.2	\$ 881,180	12.0*	
201B	Expenses	\$ 281,535		\$ 273,354		\$ 468,764		
201C	Capital Outlay	\$ 72,000		\$ 25,000		\$ 25,000		
201D	MWRA Assessment	\$ 5,028,493		\$ 5,043,945		\$ 5,337,491		
201E	Debt Service	\$ 1,192,470		\$ 1,250,000		\$ 1,350,000		
202	Reserve Fund	Transfers Only		\$ 35,000		\$ 35,000		
	TOTAL	\$ 7,232,617	9.2	\$ 7,257,195	9.2	\$ 8,097,435	12.0*	
FY 2012 Budget Percentage Change from FY 2011 Budget								11.6%

*The prior year's F.T.E. totals were lower than the number of positions assigned to the department because the drainage program related work which was performed by the enterprise staff was being accounted for in the DPW General Fund budget so correspondingly the F.T.E. figure related to that work was also reflected in the DPW budget. Effective for FY2012, the drainage program will now be budgeted in the enterprise fund and the enterprise funds will now reflect the F.T.E. assigned to the department.

and to meet this appropriation that 293,546 be transferred from Sewer Enterprise Fund retained earnings and that \$469,610 be raised from the tax levy and transferred to the Sewer Enterprise Fund, or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 6,500 sewer manholes, and 9 sewer pump stations. The Town's sewer system is a collection system that discharges its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the MWRA system and nine other public locations where subdivisions discharge to the MWRA system. Personnel maintain and operate 22 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in nine pumping facilities located throughout town.

Effective in FY2012, the drains program will be accounted for in the Sewer Enterprise Fund budget, and the enterprise funds will reflect the actual number of positions assigned to the divisions. Because the daily drain-related work is performed by Enterprise Fund staff (and also for operational reasons), it has been determined that budgeting and monitoring of this work would be better handled in the Sewer Enterprise Fund budget. However, costs not associated with Sewer operations will continue to be funded by taxation and not by Sewer use fees. The table below includes a breakout of the drains program from the total recommended Sewer budget for FY2012 to compare the change in the Sewer operations portion of the budget to the current year's Sewer Enterprise Fund budget.

Budget Line	FY2012 Recommended Budget	Minus FY2012 Drains Program	FY2012 Sewer Operations (minus drains)	FY2011 Sewer Budget	FY2012 Sewer Operations \$ Change	FY2012 Sewer Operations % Change
Personnel	\$ 881,180	\$ 302,556	\$ 578,624	\$ 629,896	\$ (51,272)	-8.1%
Expenses	\$ 468,764	\$ 167,054	\$ 301,710	\$ 273,354	\$ 28,356	10.4%
Capital Outlay	\$ 25,000		\$ 25,000	\$ 25,000		
MWRA Assessment	\$ 5,337,491		\$ 5,337,491	\$ 5,043,945	\$ 293,546	5.8%
Debt Service	\$ 1,350,000		\$ 1,350,000	\$ 1,250,000	\$ 100,000	8.0%
Reserve Fund	\$ 35,000		\$ 35,000	\$ 35,000		
Total	\$ 8,097,435	\$ 469,610	\$ 7,627,825	\$ 7,257,195	\$ 370,630	5.1%

The operating budget for FY2012 includes an increase of \$840,240 or 11.6% over the FY 2011 budget. However, \$469,610 of this increase (approximately 56%) is associated with the Town's drains program, which was previously included in the DPW General Fund budget. These costs are not new, but rather relocated. The FY2012 Sewer operations portion of the budget is \$370,630 higher, an increase of 5.1% over the current year. Most of the increase in the FY2012 budget is attributable to the MWRA assessment. The preliminary assessment for FY2012 is \$293,546 more than the current appropriation. The final assessment from the MWRA will be affected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the Legislature and approved by the Governor.

After accounting for the move of the drains program and the increase in the MWRA assessment, the net change to the Sewer budget is \$77,084. This change is a result of a decrease in the personnel line, and

adjustments in expenses intended to minimize any budget increase. The personnel line has decreased by \$51,272, or 8.1% less than FY2011, which is due to operational and personnel changes. The Town and the DPW Union had not reached agreement on a contract for FY2012 at the time of the printing of the warrant. There is no actual increase in the number of staff assigned to the Sewer Division. As noted previously, the change from 9.2 to 12.00 FTEs is to account for the positions that were previously reflected in the DPW General Fund budget. The FY2012 DPW budget (all divisions) includes a reduction of three FTEs – two in the General Fund and one in the Water Enterprise Fund. The Sewer expense line has increased \$28,356, or 10.4%, most of which is related to increased costs for high voltage electrical and specialized mechanical services for the operation of the sewer pump stations. This increase was offset in part by reductions in the energy-related expense for the operation of the facilities and equipment used by the department. The department recently eliminated one sewer pump station.

The capital outlay line is level dollar for FY2012. This line is used to purchase equipment such as sewer pumps and smaller power equipment. The increase in debt service is based on approved projects, and is in keeping with the overall Sewer capital infrastructure-funding plan for long term investments. The annual debt service for Sewer is based on an average of \$1.35 million per year. The reserve fund is level dollar for FY2012.

The Sewer Enterprise Fund also reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations.

ARTICLE 28: APPROPRIATE THE FY 2012 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2012, under the provisions of M.G.L. Chapter 44, Section 53F ½:

**Town of Needham
Water Enterprise
FY 2012**

Line #	Description	FY 2010		FY 2011		FY 2012		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
301A	Personnel	\$ 909,094	14.5	\$ 1,047,487	14.5	\$ 1,016,863	16.0*	
301B	Expenses	\$ 1,046,301		\$ 985,218		\$ 974,603		
301C	Capital Outlay	\$ -		\$ 20,000		\$ 55,000		
301D	MWRA Assessment	\$ 427,332		\$ 265,017		\$ 605,448		
301E	Debt Service	\$ 1,490,309		\$ 1,500,000		\$ 1,550,000		
302	Reserve Fund	Transfers Only		\$ 75,000		\$ 75,000		
	TOTAL	\$ 3,873,036	14.5	\$ 3,892,722	14.5	\$ 4,276,914	16.0*	
	FY 2012 Budget Percentage Change from FY 2011 Budget							9.9%

*The prior year's F.T.E. totals were lower than the number of positions assigned to the department because the drainage program related work which was performed by the enterprise staff was being accounted for in the DPW General Fund budget so correspondingly the F.T.E. figure related to that work was also reflected in the DPW budget. Effective for FY2012, the drainage program will now be budgeted in the enterprise fund and the enterprise funds will now reflect the F.T.E. assigned to the department.

or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure zone system supplied by two sources. The Town's primary source of water is the Charles River Well Field which is able to produce up to 4.6 million gallons of water per day. The Town is registered for approximately 4.0 million gallons of water per day, but the DEP permit allows approximately 2.9 million gallons of water per day to be pumped. The Charles River Well Field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin Reservoir and delivered through the Metrowest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station located at the corner of St. Mary Street and Central Avenue. This supply is used when the Town's demand for water is greater than the local supply, and serves as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 135 miles of water mains, 1,166 public hydrants, 3,400 water gate valves, and 9,800 water service connections. This system supports approximately 14,100 installed meters.

The overall operating budget for FY2012 is \$384,192 or 9.9% more than the FY 2011 budget. This increase is primarily due to an increase in the MWRA assessment for the Town's water use. The MWRA bills the Town for actual water consumption in the calendar year preceding the new fiscal year; the FY2012 water assessment is based on CY2010 water use. The preliminary water assessment for FY2012 is \$340,431, approximately 129% higher than the FY2011 budget. The assessment is \$178,116 higher than FY2010. The final assessment from the MWRA is not expected until the end of the State Budget process. The increase in billable consumption is attributable in part to the Town's drinking wells' being off-line at the end of the year, and a higher irrigation demand during the summer months. The Town also expects that because the Town's primary well (Well #1) at Charles River Well Field will be off-line for repair in calendar year 2011, the assessment in FY2013 will be higher than FY2012.

Water Production *	2007	2008	2009	2010
Water Production	1,270.3	1,216.6	1,177.1	1,277.8
Water Production from MWRA	422.2	157.9	93.2	213.2
Water Production from Town Wells	848.1	1,058.7	1,083.9	1,064.6
Percentage from MWRA	33.2%	13.0%	7.9%	16.7%
*millions of gallons				
Meters Replaced	822	909	920	1,067
Percentage of the Total	5.8%	6.4%	6.5%	7.5%

The personnel line has decreased by \$30,624 (approximately 3%) from the FY2011 budget due to staffing and operational changes. The Town and the DPW Union had not reached agreement on a collective bargaining agreement for FY2012 as of the printing of this warrant. Staffing changes include the elimination of one full-time position in the Water Division, and the transfer of an administrative position that is dedicated principally to utility billing and customer service from general administration to utility administration. As with the Sewer Enterprise Fund, there is no actual increase in the number of staff assigned to the Water Division. As noted previously, the change from 14.5 to 16.0 FTEs for FY2012 is to

account for the positions that were previously reflected in the DPW General Fund budget. The FY2012 DPW budget (all divisions) includes a reduction of three FTEs.

The Water Enterprise Fund expenses are also down. The expense line is \$10,615 lower than the FY2011 budget. The decrease is attributed to reductions in professional and technical services expected to be needed during FY2012, and expected favorable bid prices for public works supplies such as water treatment and drinking water chemicals. The combined reduction is \$63,500, but was offset in part by energy-related costs for the facilities and division equipment. The increase in the energy budget is less than requested by the Department, based on actual usage, but the costs are trending higher than the current budget allocation.

Debt service is funded at \$1,550,000, which is based on approved projects, and is in keeping with the overall water capital infrastructure-funding plan for long term investments. Operating capital has been increased to \$55,000 for FY2012; operating capital expenses include items that are typically needed to respond to an urgent situation such as a replacement of a water hydrant, larger water main and gate parts, or time-sensitive improvements to meet a DEP requirement. The water reserve fund is level dollar for FY2012.

The Water Enterprise Fund also reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

ARTICLE 29: CONTINUE DEPARTMENTAL REVOLVING FUNDS

To see if the Town will vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2011:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2012 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	\$4,100
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation program for COA	\$60,000
Yard Waste Processing Program	DPW Director	Town and Participating Communities	Multi-Community yard waste processing program	\$75,000
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home composting bins	\$3,000
Senior Center Activities	Council on Aging Director	Program Receipts	Costs related to social programs for elderly	\$1,000
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to youth service and community programs	\$25,000

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2012 Budget
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling meals	\$75,000
Immunization Fund	Health Director	Program Receipts	Costs associated with immunization and educational programs	\$25,000
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and other District-wide transportation	\$819,000

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information and Summary of M.G.L., Chapter 44, Section 53E ½: A revolving fund established under the provisions of M.G.L., Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The fund shall be credited only with the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may be expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to M.G.L., Chapter 59, Section 23.

ARTICLE 30: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required in order for the Town to receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. At the time of the printing of the warrant, the FY 2012 award amounts had not been released.

COMMUNITY PRESERVATION ACT ARTICLES

ARTICLE 31: APPROPRIATE FOR CPA PROJECT – HOME ENERGY IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$80,000 for window and door replacement for three group homes, to be spent under the direction of the Town Manager, said sum to be transferred from the Community Housing Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Charles River Center is seeking funds to replace windows and doors at their three original group homes. The Stott House, Salamone House and Mountain House are all located on East Militia Heights Road, adjacent to the Paul Merritt Center – the three homes combined include 25 affordable housing units. CPA funds may be spent on the support of affordable units, and capital improvements qualify as support. The Charles River Center does not receive state or federal funding for capital improvements, and group homes are not eligible for many of the energy grants available to homeowners. The Community Preservation Committee has recommended funding of \$80,000, which is estimated to sufficiently fund the replacements in two of the homes, or a portion of all three homes. The Charles River Center has applied for two additional grants that, if awarded, would provide the funding to complete the project. A similar project was completed with CPA funds at a group home on Webster Street, and the Charles River Center has seen an energy savings of about 18%. A similar reduction is anticipated for these group homes. Last year, CPA funds were appropriated to replace the heating systems in these three homes.

ARTICLE 32: APPROPRIATE FOR CPA PROJECT – REDEVELOPMENT AND EXPANSION OF LINDEN/CHAMBERS & /HIGH ROCK PROPERTIES – FEASIBILITY DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 for feasibility and design for the redevelopment and expansion of Linden/Chambers/High Rock properties, to be spent under the direction of the Town Manager, said sum to be transferred from the Community Housing Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Needham Housing Authority is seeking funding for the creation of a conceptual plan and design for the phased redevelopment and expansion of the elderly and family housing located on Housing Authority property on Linden Street, Chambers Street, Murphy Road, Yurick Road, Fairview Road, and Sylvan Road. The requested \$50,000 would be matched with \$50,000 from an alternate funding source. The 152 units for senior citizens and veterans are primarily 400 square foot studio apartments, are not energy efficient, and do not meet current ADA and zoning codes. Twenty lots were previously converted to duplexes, with some assistance from CPA funds, providing 20 rental units and 20 affordable homes. Sixty lots remain with 50+ year old housing units.

**ARTICLE 33: APPROPRIATE FOR CPA PROJECT – PRESERVATION OF
HISTORIC DOCUMENTS**

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$7,500 for preservation and conservation of historic documents, to be spent under the direction of the Town Manager, said sum to be transferred from the Historic Resources Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: On November 6, 2010, the Needham Town Hall cornerstone time capsule from 1902 was opened in a ceremony held at Memorial Park. The goal of this project is to conserve the documents for future generations, and allow for the possibility for public display. The documents included hand printed documents, maps, ink printed lists, brochures, pamphlets and newspapers. The documents reflect the life and government of Needham in 1902, and most are in good condition. The paper documents will be relaxed, flattened, surface cleaned, de-acidified, and placed in Mylar envelopes. The small booklets will be treated, re-assembled and placed in envelopes in booklet form. Photographs will be restored and all items will be scanned, so that they can be viewed and stored electronically.

ARTICLE 34: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate \$1,640,000 pursuant to M.G.L. Chapter 44B from the estimated FY 2012 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee	\$82,000
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Reserves:

B. Community Preservation Fund Annual Reserve	\$1,131,200
C. Community Housing Reserve	\$213,400
D. Historic Resources Reserve	\$0
E. Open Space Reserve	\$213,400

or take any other action relative thereto.

INSERTED BY: Community Preservation Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town Meeting and the voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the CPC and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open space. The Town traditionally

sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Annual Reserve. In addition to the three projects proposed to be funded through reserves under Articles 31, 32 and 33, the CPC recommends approval for 11% to be appropriated to the Community Housing Reserve and the Open Space Reserve. Allocation to the Historic Reserve is satisfied by the Town's first payment of the debt for the Town Hall project which is included in the motion to appropriate the Operating Budget under Article 25. The CPC also recommends an appropriation of 5% for administrative and operating expenses.

CAPITAL ARTICLES

ARTICLE 35: RESCIND BOND AUTHORIZATION

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

<u>Project</u>	<u>Town Meeting</u>	<u>Article</u>	<u>Authorized</u>	<u>Rescind</u>
RTS Collection Packer Equipment	2008 ATM	44	\$225,000	\$4,000
Total				\$4,000

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: When a project is financed by borrowing, the project has been completed, and all the bills have been paid, the balance of the authorization that was not borrowed can be rescinded. A Town Meeting vote to rescind the balance of a borrowing prevents any further borrowing for the project, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids.

ARTICLE 36: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate \$1,703,859 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and raised from the tax levy; or take any other action relative thereto:

GF	Description	Recommended	Amendment
General Government	Network Services & Switches	\$30,000	
General Government	Document Record Management System	\$90,000	
Public Safety	Base Radio Station	\$112,496	
Public Schools	Copier Replacement	\$66,950	
Public Schools	Technology Replacement	\$49,100	
Public Schools	Furniture & Musical Equipment	\$52,750	
Public Works	Core Fleet Replacement	\$304,000	
Public Works	Small Specialty Equipment	\$64,500	
Public Works	Snow & Ice Equipment	\$165,000	
Public Works	Salt Storage Shed Design	\$75,000	
Public Facilities	Core Fleet Replacement	\$25,000	
Public Facilities	Small Specialty Equipment	\$29,563	
Public Facilities	Facilities Maintenance Program	\$400,000	
Community Services	HP Transport Van	\$52,000	
Community Services	Playground Equipment	\$25,000	
Community Services	Library Technology Replacement	\$25,000	
Community Services	Athletic Facility Improvements	\$137,500	
Total Appropriation		\$1,703,859	

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

Network Servers and Switches This project will replace older application and data servers with newer, faster and more energy-efficient models. Hardware also includes the replacement of the spam and virus firewalls and internet filtering. Older network switches that are used to connect buildings, departments, and workstations throughout the Town are replaced with newer models for faster and more efficient communications. Not replacing or updating this equipment can affect email, financial applications, internet access, and data accessibility. If network attached devices and hardware are unavailable, departments are not able to communicate with the various application packages needed to run their operations.

Document Record Management System A document management system (DMS) is a computer system used to track and store electronic documents and/or images of paper documents. It is also used to manage work flow needed to collaboratively create, edit, review, index, search, publish and archive various kinds of digital media and electronic text. This type of application is especially important in work areas with limited storage space, and when staff members have the need to find documents, records, or images associated with a specific project or request. In the renovated Town Hall, a document management system will allow departments to access electronically historical documents that in the past were stored locally and which will now be stored off-site or in remote locations. Document record management systems store not only letter or legal size documents, but also plan-size drawings. This project would include the purchase of the software application and the hardware to be used for scanning.

Public Safety Radio Base Station

This project will fund the replacement of the Police Department's base radio station system based on changes in technology and aging of existing equipment. The upgrade of the Town's public safety dispatch radio communications equipment is required to conform to new technology specifications and FCC regulation changes relative to reallocation of the public safety communications bandwidth spectrum. The existing radio communications products were originally installed in 1990, and have reached the limits of expected use. Console furniture and racks to store additional new equipment were installed with E-911 grant funding in June, 2009.

School Copier Replacement

School photocopiers are located in all of the schools and the administration building, and are used both by administrative and teaching staff. Teachers use the machines to reproduce classroom materials, including homework sheets, exams, teaching packets, etc. Currently, the School Department owns 44 copiers and 7 RISO duplicating machines. Since FY2004, 42 copy/RISO machines have been replaced throughout the district. The FY2012 request is to replace an additional seven machines for \$66,950. In FY2009, the School Department modified its methodology for predicting copier replacement, to reflect the lifecycle analysis based on actual usage and model capacity. Using the lifecycle analysis, the Department projects copier replacement needs based on actual usage and the manufacturer's total estimated capacity, which may be more than seven years if the copier is lightly used, or less than seven years for heavily used machines.

School Technology

Portable Device Pilot

In 2007-2008, the Laptop Study Committee recommended that a 1:1 student laptop program be implemented in Needham to better prepare students for 21st century life and learning. The pilot was put on hold because the devices were not "ready". By FY2012, however, it is expected that the quality and variety of devices has improved enough to enable the pilot program. In addition to meeting the needs of students, the pilot program would serve as a way to evaluate the viability of moving towards a technology model where students would bring a portable device to school in Grades 8 – 12 for writing, research and collaboration. This project would fund 45 tablet devices to be used with Grade 8 students at Pollard, including a cart of 30 devices for classroom use and 15 teacher devices. The tablets would be used by the students only during the school day. The pilot will also require the purchase and installation of 25 additional wireless access points and the purchase of four laptop/portable device storage carts. There is no plan to purchase additional portable devices – the intent is that by FY2013 students would begin to bring their own devices to Grade 8 at Pollard. The following year, students would bring their own devices to the High School. The portable devices purchased during the pilot year would remain at Pollard, and would continue to be used as classroom devices.

New Technology

In an effort to provide 21st century learning tools in all classrooms, the School District has made a commitment to using interactive whiteboards to enrich the learning environment with multimedia resources and provide the student, as well as the teacher, the ability to interact with these resources and support emerging curricula. SMART Boards and Mimios are the two brands of interactive whiteboards in use in the School Department. To date, the Department has installed SMART Boards at Needham High School, High Rock, Eliot, and Hillside. Schools that have partial interactive board installation include Pollard, Mitchell, Broadmeadow and Newman. This request funds the purchase of new boards and the mounting of existing boards at Broadmeadow, Hillside, Mitchell, and Pollard.

Technology Replacement

The annual technology replacement program will fund the replacement of two network servers and the High School Foreign Language Lab server. The network servers are critical to the continuous use of the district's information systems. As critical servers are replaced, they are delegated to a less critical function and kept

in the inventory for approximately six years. The Foreign Language Lab server has also reached the end of its life cycle and needs to be replaced. Also included in this category are replacements of 11 UPS battery backup devices that support and protect the servers. This request also includes 123 administrative and teacher computers that have reached end-of-life cycle, or are not repairable, 50 laptop computers and 58 desktop computers for students at Broadmeadow, Eliot, and Hillside, one laptop cart for Eliot, one laptop cart for Broadmeadow, and 2 District servers.

School Furniture and Musical Instruments In FY2005, the Town implemented a funding program to replace furniture in school facilities not scheduled to undergo capital renovation/addition projects in the near future (Hillside, Mitchell, Newman and Pollard). In these schools, furniture is 10-20+ years old and in a state of disrepair after decades of heavy use. This request would provide ongoing funding for regular replacement. The FY12 request for \$37,750 will target replacement at Pollard, Mitchell and Hillside. At the end of FY15, the Department expects that all furniture in "poor" condition will have been replaced at these four schools, and future year requests will target furniture in "fair" condition.

Also in FY2005, the Town established a replacement cycle for school musical instruments. After eight years of funding, the School Department has experienced a marked improvement in the quality of musical instruments for students to use. The final year of this replacement cycle is FY2014, after which time the Department will have replaced its stock of old and/or un-repairable equipment. At that time, the Department requests funding for inventory expansion to accommodate the large classes beginning to enter the middle and high schools, where there will be a need for larger-sized instruments in the brass and string families. The preliminary replacement plan for FY2012 (\$15,000) is for two cellos or basses (determined by student need) and some large middle school percussion instruments and updating of elementary Orff percussion instruments. Actual purchases may differ to accommodate changes in instrument condition and program.

Public Works Core Fleet The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2012 include:

Unit	Division	Year	Description	Miles	Cost
92	Engineering	2003	Expedition	40,364	\$42,000
32	Highway	2005	4WD Pickup Truck	61,714	\$50,000
57	Highway	2006	4WD Pickup Truck	56,979	\$50,000
9	Drains	1996	6 Wheel Dump Truck	58,540	\$162,000

Small Specialty Equipment This program provides funding to purchase new and replace existing Public Works specialty equipment. This equipment is critical for the efficient operation of the Drains, Highway, and Parks and Forestry Division's maintenance programs. The purchase of this equipment will increase productivity and expand the use of maintenance dollars. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2012 include:

Unit	Division	Year	Description	Cost
233	Highway	2004	Sidewalk Paver	\$29,500
334	Parks	1996	Turfcat Mower	\$35,000

Snow and Ice Equipment This request will provide funding for equipment used primarily in the Snow and Ice Program. Unless circumstances require otherwise, the vehicles and equipment proposed for replacement in FY2012 are as follows:

<u>Unit</u>	<u>Division</u>	<u>Year</u>	<u>Description</u>	<u>Cost</u>
112	Highway	1989	SidewalkTractor (Wheel w/blower)	\$135,000
9A	Highway	1988	Material Spreader	\$30,000

Salt Storage Shed Feasibility and Design The existing 1,200 ton salt storage building located at the rear of 470 Dedham Ave was constructed during the 1970s with a grant from the Massachusetts Highway Department. Repairs have been made to the roof and walls within the last decade but the structure is showing signs of significant deterioration, especially the sliding access door system, making it difficult to open when required. The shed will be removed from service. The new salt storage shed, which will be designed to hold 5,000 tons of salt, is proposed to be sited at the RTS on Central Avenue. This project will fund a feasibility study to determine the most advantageous location and preliminary design. Building construction and related site work is projected at a cost of approximately \$1.5 million.

Public Facilities Core Fleet The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced include the following:

<u>Unit</u>	<u>Division</u>	<u>Year</u>	<u>Description</u>	<u>Miles</u>	<u>Cost</u>
700	PFD	1996	F250 Electrician Van	61,314	\$25,000

Public Facilities Small Specialty Equipment This program provides funding to purchase new and replace existing Public Facilities specialty equipment. This equipment is critical for the efficient operation of the Public Facilities Department's operations. The purchase of this equipment will increase productivity and expand the use of maintenance dollars. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2012 include:

<u>Unit</u>	<u>Division</u>	<u>Year</u>	<u>Description</u>	<u>Cost</u>
New	PFD	New	Closed Cab Mower/Blower	\$29,563

Facilities Maintenance Program This project allows for on-going building maintenance efforts, including, but not limited to flooring, painting, ductwork cleaning, and window replacement. With respect to flooring, the program allows for the replacement of worn, damaged, unsafe, and unsightly floor surfaces. In addition, it provides for the removal of asbestos containing floor tile and allows for its replacement with vinyl composition floor tile in classrooms and carpeting in offices. Unless circumstances require otherwise, FY2012 funding will provide for asbestos abatement in the classrooms, hallways, and office spaces at the Pollard school, Mitchell school crawl space, and the Media Center at the Hillside school. Duct Cleaning will be performed at the Eliot school and Library. In addition, funding from this article will support efforts to enhance energy efficiency and reduce energy consumption including, but not limited to replacing windows with dual pane glass where possible, installing infrared and motion sensors for lighting, insulating, and correcting envelope issues. Additionally this program will allow the Department to address building systems determined to be in need of rebuilding or replacement.

Senior Transport Van The Senior Center's wheel chair accessible van operates daily, predominantly for local trips that require frequent stops which create stress on the vehicle. The van has traveled approximately 10,000 miles per year since it was placed in service in 2004. Due to safety, reliability and maintenance concerns, the present vehicle is scheduled for replacement in fiscal year 2012. The proposal is for acquisition of a 14 passenger accessible vehicle as a replacement for the E350 van.

<u>Unit</u>	<u>Division</u>	<u>Year</u>	<u>Description</u>	<u>Miles</u>	<u>Cost</u>
402	Senior Center	2004	E350 to be replaced with 14 passenger bus	59,000	\$52,000

Playground Structure Replacements Walker-Gordon has a small playground area that is in need of some additional playground features. The requested funds will allow for equipment for young children to be purchased and installed.

Library Technology Replacement The Library has established a plan for replacing computer and other technology-related equipment, the bulk of which was purchased at the time that the Library was renovated in 2006. The FY2012 request will support the acquisition of 15 public computers and one server.

Athletic Facility Improvements The Department of Public Works and Park and Recreation Department have developed a maintenance plan for all fields, which includes new or total reconstruction, partial renovation, irrigation, drainage improvements, and equipment replacement or repair (bleachers, fences/backstops, player benches and miscellaneous equipment) for multi-use fields and ball diamonds. The project proposed for FY2012 is the renovation of the Walker Gordon Facility, including field reconstruction, bleachers, player benches, irrigation, backstops and fencing. This project dovetails with the Town's acquisition of the adjacent parcel at 174 Charles River which will expand the 90 foot ball diamond, and a companion proposal to install modest playground structures at the Walker Gordon site.

ARTICLE 37: APPROPRIATE FOR FIRE ENGINE

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$400,000 for the purchase of a fire engine, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This request, in conformance with the Fire Department's established vehicle/apparatus replacement plan, is to replace Engine 2, which is a 1989 Emergency One pumper. At the time of replacement, the truck will be 23 years old, three years beyond the scheduled replacement of a back-up Engine. This truck was moved to "ready reserve" status (primary back-up) in 2005. The newly purchased Engine will be placed in service as Engine 1, a front-line emergency response vehicle, and the current Engine 1 (a 1999 Emergency One pumper) will be moved into ready reserve as Engine 2. In FY2004, the existing 1989 Engine 2 was partially refurbished (at a cost of \$39,000) to extend its useful life.

ARTICLE 38: APPROPRIATE FOR ROOF REPAIRS/NEEDHAM HIGH SCHOOL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$320,000 for the repairs to the Needham High School roof, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The High School C Building Roof was last replaced in the mid 1980s. This is an asphalt shingle roof, which has an expected lifespan of 30 years. The Department of Public Facilities –

Operations has repaired this roof twice in the past two years and shingles continue to blow off. The NHS C Building Roof was not included in the High School renovation project as the roof was within its useful lifespan at the beginning of that MSBA-funded project.

ARTICLE 39: APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,100,000 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Public Works Infrastructure Program funds improvements to roads, bridges, intersections, drainage systems, brooks and culverts. This roadway program is essential to maintaining the structural and surface integrity of the Town's network of accepted streets. The primary strategy in this program is asphalt paving and incidental work directly associated with paving. Incidental work in support of the structural overlay paving may include corner reconstruction, handicap ramps, leveling, utility adjustments, minor drainage improvements, some drain extension work, street sign replacement, asphalt curbing with grass shoulders and pavement markings. Many streets have insufficient pavement thickness, are poorly shaped, lack curbing and require some drainage improvements. Applying this repair strategy in a timely manner will help defer costly and disruptive street reconstruction significantly on all but the most highly traveled roadways. Paving roadways in a timely manner will extend the useful life of the roadway system in the most cost effective manner.

Unless circumstances require otherwise, the FY2012 program will also include traffic signalization and reconstruction of the High Street at Greendale Avenue intersection, sidewalk repair and resurfacing on School Street from Chestnut Street to Warren Street (North side), Dedham Avenue opposite Grant Street to Bradford Street (North side), and Warren Street from School Street to Great Plain Avenue (West side). The DPW has been placing greater emphasis on sidewalk improvements in recent years to overcome deteriorating conditions. In the past, the sidewalk work has been primarily focused on the sidewalks used as school walking routes by the School Department. A portion of this program's funding has been targeted to increase this effort and to incorporate other sidewalks throughout town that are in as equally poor condition.

This Infrastructure program has been modified to include components of the storm drainage system including brooks and culvert work. The storm drain system is a functional component of a road system. Likewise, storm drains typically discharge into brooks and streams that pass beneath the roads in key locations through culverts. Structural work on these culverts and on brook walls has now been included in this program.

ARTICLE 40: APPROPRIATE FOR FEASIBILITY STUDY OF THE CRICKET FIELD BUILDING

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$10,000 for a feasibility study of the Cricket Fieldhouse, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation that \$10,000 be transferred from Article 37 of the 2004 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Cricket Field building is used throughout the year by Park and Recreation summer programs, Needham High Girls Soccer and Girls Lacrosse, and storage for Park and Recreation and DPW Parks & Forestry. The goals of the Park and Recreation Commission are to keep the building in use for years to come, improve health and safety of the building, develop handicap accessible access to the site and building, provide public restrooms to all park users, create a more effective storage system, and enable the department to get more use out of the building for revenue-generating programs. The wood frame structure is approximately 1,250 square feet. This request would fund a feasibility study to determine the best course of action to meet the stated goals.

ARTICLE 41: APPROPRIATE FOR BOOTH STREET RECONSTRUCTION

To see if the Town will vote to raise and appropriate \$125,000 for the reconstruction of Booth Street from Central Avenue to 50 Booth Street, under the laws authorizing the assessment of betterments, to be spent under the direction of the Town Manager, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town received a request for private street acceptance from neighbors on Booth Street from Central Avenue to #50 Booth Street. After investigation, the Town determined that the pavement thickness does not comply with Town standards, the profile and cross section do not meet the minimum slope criteria resulting in drainage problems, at least one sidewalk must be installed, granite curb is required at the intersection of Hill Street, and the remainder of the road requires a Cape Cod style berm. Abutters seeking street acceptance can either improve the street to Town specifications themselves, or petition that the Town complete the work. In this case, the Town will complete the work, and the abutters will pay for the improvement through a betterment process. The construction cost sought in this article will be apportioned to the 12 abutters on Hill Street, Booth Street, and Central Avenue.

ARTICLE 42: APPROPRIATE FOR RTS CONSTRUCTION EQUIPMENT

To see if the Town will vote to raise and/or transfer and appropriate \$86,000 for RTS Construction Equipment, to be spent under the direction of the Town Manager, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *This funding will support the acquisition of a forklift to replace the 1992 skid steer loader. The forklift will be used to load the containers that are used to store and transport a variety of recyclables into or onto transport vehicles. The forklift is better suited for this work in terms of lifting capability and height range.*

ARTICLE 43: APPROPRIATE FOR RTS LARGE SPECIALTY EQUIPMENT

To see if the Town will vote to raise and/or transfer and appropriate \$152,000 for the purchase of a semi-tractor, said sum to be spent under the direction of the Town Manager, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *Public Works specialty equipment consists of power-assisted equipment or other specialized tools used by the Department in the performance of its work. This appropriation will fund the replacement of the 2001 semi-tractor with 292,351 miles. The primary function of the tractor is the movement of the transfer trailers into and out of the transfer station receiving bay for pick-up by the hauling contractor. The tractor is also used to move the trailers that contain recyclables to make them ready for transport to market by the recycling contractor.*

ARTICLE 44: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate \$825,000 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Sewer Enterprise Fund retained earnings; or take any other action relative thereto:

Group	Description	Recommended	Amendment
Sewer	Core Fleet Replacement	\$65,000	
Sewer	Large Specialty Equipment	\$185,000	
Sewer	Sewer System Rehabilitation (I/I)	\$575,000	
	Total Appropriation	\$825,000	

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

Sewer Core Fleet *The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2012 include:*

<i>Unit</i>	<i>Division</i>	<i>Year</i>	<i>Description</i>	<i>Miles</i>	<i>Cost</i>
17	Sewer	1997	One Ton Dump	37,331	\$65,000

Large Specialty Equipment Public Works specialty equipment consists of power-assisted equipment or other specialized tools used by the Department in the performance of its work. Unless circumstances require otherwise, the equipment scheduled to be replaced in FY2012 includes:

<i>Unit</i>	<i>Division</i>	<i>Year</i>	<i>Description</i>	<i>Miles</i>	<i>Cost</i>
16	Sewer	1997 (cab) 2008 (equipment)	CCTV Truck	20,329	\$185,000

Sewer System Infiltration and Inflow Program This program supports the identification and removal of Infiltration and Inflow (I/I) in existing sewer systems. The requested funding for FY2012 is for infiltration, which is defined as groundwater or storm water runoff that enters the system through deteriorated pipe or manhole structures. On the basis of volumes of flow and knowledge of local sewer system overflows (SSO) or basement flooding, an order of priority has been established to determine the scheduling of the engineering, design and remediation work. The highest priorities relate to locations of known surcharging with sewage overflow or release or basement flooding. Unless circumstances require otherwise, infiltration work in FY2012 is proposed to continue in Area 16 (the Webster Street, High Street, Tower Avenue, Brookline Street area) and Area 22 (bounded by Great Plain Avenue from Eaton Road to the Railroad and along the Railroad to Coulton Park).

ARTICLE 45: APPROPRIATE FOR WATER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate \$864,000 for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Water Enterprise Fund retained earnings; or take any other action relative thereto:

Group	Description	Recommended	Amendment
Water	Core Fleet Replacement	\$69,500	
Water	Filter Media Replacement	\$70,000	
Water	SCADA System Upgrade	\$40,000	
Water	Water System Rehabilitation	\$684,500	
	Total Appropriation	\$864,000	

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

Water Core Fleet The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2012 include:

<i>Unit</i>	<i>Division</i>	<i>Year</i>	<i>Description</i>	<i>Miles</i>	<i>Cost</i>
25	Water	1997	Utility Body	80,908	\$69,500

Filter Media Replacement The filter media (greensand) used at the Charles River Water Treatment Facility (CRWTF) for manganese removal was installed during construction. The original media installed in all four filters was replaced with natural greensand in 2008. Under the current operating conditions, based on an examination and testing of the media when removed, the filter media should be replaced every five years. This proposal is for the replacement of the media in one filter in order to establish a pattern for the media replacement of all filters on a five year cycle.

SCADA System and Video Surveillance A Supervisory Control and Data Acquisition (SCADA) is a computer system used for gathering and analyzing real time data to monitor and control the Charles River Water Treatment Plant. The system gathers information, transfers the information to a monitoring station, and alerts on-call personnel to allow for timely response. The CRWTF is linked with the Saint Mary's Pump Station, from which the Town draws from the MWRA system, and the Town's two water storage tanks with an outdated dedicated copper communication line for real time monitoring. The copper lines have had failures and are unreliable. In addition, new technology is not adaptable to the old copper communication lines. The intent of this project is to update the system and to add video monitoring equipment at these locations (interior and exterior) for facility security purposes. Adding video provides real time information at the CRWTF and will address homeland security concerns. Using SCADA the operation of the facility can be monitored by plant personnel remotely. Abnormal operating conditions or unauthorized access of the facilities are communicated electronically to the operators by means of alarms which can result in the operator taking corrective action well before arrival at the plant.

Water System Rehabilitation Program The annual Water System Rehabilitation Program draws from the recommendations of the Water System Master Plan. This master plan recommends that pipes 85 years or older be considered for replacement or relining. This list of older pipes is evaluated and prioritized, and then cross-referenced with work proposed for other utilities, road repairs, or reconstruction. Unless circumstances require otherwise, projects for FY2012 include Lincoln Street and/or Highland Avenue.

TOWN RESERVE ARTICLES

ARTICLE 46: APPROPRIATE FOR WORKERS COMPENSATION RESERVE FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$150,000 to the Workers Compensation Reserve Fund, said sum to be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this request is to replenish the Workers' Compensation Fund which is the Town's reserve fund for paying workers' compensation claims of a prior year and for lump sum settlements up to the limit of the Town's reinsurance limit (for both School and General Government employees.) Typically, the source of funds for this account is any remaining balances in the workers compensation line item contained in the employee benefits and assessments budget. The workers compensation line was level-funded from FY2000 to FY2011 when it was increased by \$15,000. Due to increases in salaries and expenses over the past decade, and the resolution of several long-standing cases, the fund balance has been declining and is close to being depleted. The target balance for the fund is \$800,000.

ARTICLE 47: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate a sum to the Capital Improvement Fund, as provided under M.G.L. Chapter 40, Section 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the General Fund Cash Capital Equipment and Facility Improvement Fund for the purpose of setting aside funds for future capital investment. Over time, as the fund grows and is supported, it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. As of February 28, 2011, the balance in the fund is \$560,507.

ARTICLE 48: APPROPRIATE TO CAPITAL FACILITY FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Capital Facility Fund as provided under the provisions of M.G.L. Chapter 40, Section 5B as amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, to be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Established at the 2007 Annual Town meeting, this fund is intended to be part of the Town's planning strategy for addressing capital facility maintenance needs by providing a reserve to address extraordinary building repairs and related expenses at times when other resources are unavailable. The purpose of this fund is to allow the Town, from time to time, by appropriation, to reserve funds for design, maintenance, renovation or reconstruction relating to the structural integrity, building envelope or MEP (mechanical, electrical, plumbing) systems of then existing capital facilities. As of February 28, 2011, the balance in the fund is \$732,573.

ARTICLE 49: APPROPRIATE TO STABILIZATION FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Stabilization Fund, said sum to be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Municipalities are authorized under M.G.L. Chapter 40, Section 5B to establish stabilization funds. Monies appropriated to the Stabilization Fund remain in the fund and carry forward from one fiscal year to another. The interest earned on the stabilization fund remains with the fund. The

money from the Stabilization Fund can be appropriated for any lawful municipal purpose. Appropriations both into and from the fund require a two-thirds majority vote of Town Meeting.

Although the monies in the general Stabilization Fund may be appropriated for any lawful purpose, it is recommended that appropriations from the Stabilization Fund be limited to extraordinary unforeseen events or exceptionally negative fiscal conditions. Maintaining this fund serves an important function in that it represents the Town's commitment to prudent financial planning. State law restricts the amount that may be maintained in stabilizations funds to not more than ten percent of the Town's prior year tax levy, and not more than ten percent of the Town's equalized valuation, which is calculated bi-annually by the Department of Revenue. As of February 28, 2011, the balance in the fund is \$3,543,962.

ARTICLE 50: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 8th day of March 2011.

JOHN A. BULIAN, *Chairman*
DENISE C. GARLICK, *Vice Chairman*
GERALD A. WASSERMAN, *Clerk*
MAURICE P. HANDEL
DANIEL P. MATTHEWS
Selectmen of Needham

**A true copy,
ATTEST**

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**Reserve Fund Transfer Requests
Approved by the Finance Committee
Fiscal Year 2010**

Budget	Date of Action	Amount
Town Clerk - Special Town Election	March 10, 2010	\$5,133
Legal Services	April 14, 2010	\$77,000
Fire Department - Overtime Expenses	June 23, 2010	\$46,000
Legal Services	June 23, 2010	\$9,000
Department of Public Works - Snow & Ice	June 23, 2010	\$490,404
Total Approved from General Reserve Fund		\$627,537
Total Approved from RTS Reserve Fund		\$0
Emergency Overtime Expenses	June 23, 2010	\$35,000
Total Approved from Sewer Reserve Fund		\$35,000
Total Approved from Water Reserve Fund		\$0

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2011 Annual Town Meeting Warrant
GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 22, 2011
(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
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GENERAL GOVERNMENT

Board of Selectmen/Town Manager

Town Manager	Contract	Contract
Assistant to the Town Manager	NR-4	\$45,134 - \$58,969
Department Assistant 1	TS-1	\$28,165 - \$35,677
Department Specialist	TS-3	\$34,193 - \$43,314
Assistant Town Manager/Dir. of Ops.	M-5	\$93,497 - \$117,161
Administrative Assistant	SS-3	\$34,193 - \$43,314
Director of Human Resources	M-3	\$72,265 - \$90,557
Human Resources Administrator	NR-3	\$40,337 - \$53,787

Town Clerk

Town Clerk	Elected	\$81,688
Assistant Town Clerk	NR-3	\$40,337 - \$53,787
Administrative Specialist	TS-4	\$38,283 - \$48,496
Department Assistant 2	TS-2	\$31,783 - \$40,261

Legal

Town Counsel	Sch C	\$68,401
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FINANCE

Assessors

Administrative Assessor	M-2	\$67,731 - \$84,872
Asst. Administrative Assessor	PT-4	\$45,134 - \$58,969
Administrative Coordinator	TS-4	\$38,283 - \$48,496
Data Collector	PT-1	\$33,624 - \$44,461
Department Specialist	TS-3	\$34,193 - \$43,314

Finance Department

Asst Town Manager/Dir. of Finance	M-5	\$93,497 - \$117,161
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Parking Clerk	NR-1	\$33,624 - \$44,461
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Accounting

Town Accountant	M-2	\$67,731 - \$84,872
Assistant Town Accountant	NR-5	\$50,508 - \$64,968
Administrative Specialist	TS-4	\$38,283 - \$48,496
Department Specialist	TS-3	\$34,193 - \$43,314

2011 Annual Town Meeting Warrant

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)

as of March 22, 2011

(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
<u>Information Technology Center</u>		
Director, MIS	M-3	\$72,265 - \$90,557
Financial System Application Manager	PT-6	\$52,639 - \$68,774
GIS/Database Administrator	PT-5	\$50,508 - \$64,968
Computer Operator	PT-1	\$33,624 - \$44,461
Network Manager	PT-6	\$52,639 - \$68,774
 <u>Treasurer/Collector</u>		
Treasurer/Collector	M-2	\$67,731 - \$84,872
Assistant Treasurer/Collector	NR-5	\$50,508 - \$64,968
Department Specialist	TS-3	\$34,193 - \$43,314
Department Assistant 2	TS-2	\$31,783 - \$40,261
Department Assistant 1	SS-1	\$28,165 - \$35,677
 <u>Finance Committee</u>		
Finance Comm. Exec. Secretary	NR-4	\$45,134 - \$58,969

PUBLIC SAFETY

Police Department

Police Chief	M -5	Contract
Lieutenant	P-3	\$69,292 - \$81,182
Sergeant	P-2	\$55,543 - \$63,540
Police Officer	P-1	\$41,817 - \$51,424
Animal Control Officer	UR-2	\$38,712 - \$50,578
Administrative Specialist	TS-4	\$38,283 - \$48,496
Police Maintenance Assistant	NR-1	\$33,624 - \$44,461
Department Assistant 2	TS-2	\$31,783 - \$40,261
Public Safety Dispatcher	UR-1	\$33,625 - \$44,461
Parking Enforcement Attendant	SS-2	\$31,783- \$40,261

Fire Department

Fire Chief	M-5	Contract
Deputy Fire Chief Operations	F-4	\$69,630 - \$75,765
Deputy Fire Chief	F-4	\$69,630 - \$75,765
Fire Captain	F-3	\$64,929 - \$66,227
Fire Lieutenant	F-2	\$56,126 - \$60,929
Firefighter	F-1	\$43,796 - \$51,425
Asst., Super., Fire Alarm	FA-2	\$51,420 - \$60,958
Director of Administrative Services	PT-7	\$56,350 - \$73,622
Administrative Assistant	TS-3	\$34,193 - \$43,314
Public Safety Dispatcher	UR-1	\$33,625 - \$44,461
Public Safety Dispatch Super.	UR-4	\$45,134 - \$58,969

2011 Annual Town Meeting Warrant
GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 22, 2011
(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
<u>Building</u>		
Inspector of Buildings	M-2	\$67,731 - \$84,872
Inspector of Plumbing and Gas	NR-4	\$45,134 - \$58,969
Inspector of Wires	NR-4	\$45,134 - \$58,969
Local Building Inspector	NR-5	\$50,508 - \$64,968
Sealer of Weights and Measures	NR-4	\$45,134 - \$58,969
Administrative Specialist	TS-4	\$38,283 - \$48,496
Department Assistant 2	TS-2	\$31,783 - \$40,261
 PUBLIC WORKS		
<u>Administration</u>		
Director of Public Works	M-5	\$93,497 - \$117,161
Assistant Director of Public Works	M-4	\$84,335 - \$105,678
Asst. Purchasing Agent/Office Mgr.	NR-4	\$45,134 - \$58,969
Administrative Services Manager	NR-5	\$50,508 - \$64,968
Senior Admin. Coordinator	TS-5	\$41,852 - \$53,017
Department Specialist	TS-3	\$34,193 - \$43,314
Department Assistant 2	TS-2	\$31,783 - \$40,261
<u>Engineering Division</u>		
Town Engineer	M-4	\$84,335 - \$105,678
Assistant Town Engineer	UR-6	\$52,639 - \$68,775
Contract Administrator	UR-6	\$52,639 - \$68,775
Civil Engineer	UR-4	\$45,134 - \$58,969
Survey Party Chief	UR-3	\$40,337 - \$53,787
AutoCad Technician	UR-2	\$38,712 - \$50,578
Engineering Aide	UR-1	\$33,625 - \$44,461
Student Draftsman/Rodman	Sch C	\$13.82-\$16.39/hour
<u>Garage Division</u>		
Garage & Equipment Supervisor	M-1	\$56,833 - \$71,233
Master Mechanic	W-7	\$23.30-\$27.73/hour
Equipment Mechanic	W-5	\$19.65-\$23.59/hour
<u>Highway Division</u>		
Division Super. Highway	M-2	\$67,731 - \$84,872
Assistant Superintendent - Highway	UR-5	\$50,506 - \$64,969
Public Works Specialist 2	W-5	\$19.65-\$23.59/hour
Public Works Technician	W-5	\$19.65-\$23.59/hour
Working Foreman	W-6	\$21.23-\$25.50/hour
Laborer 2	W-2	\$16.02-\$19.35/hour
HMEO	W-4	\$18.30-\$22.04/hour
Craftworker	W-4	\$18.30-\$22.04/hour

2011 Annual Town Meeting Warrant

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)

as of March 22, 2011

(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
<u>Park & Forestry Division</u>		
Division Super. Parks	M-2	\$67,731 - \$84,872
Assistant Superintendent - Parks	UR-5	\$50,506 - \$64,969
Working Foreman	W-6	\$21.23-\$25.50/hour
Tree Climber	W-4	\$18.30-\$22.04/hour
Craftsworker	W-4	\$18.30-\$22.04/hour
HMEO	W-4	\$18.30-\$22.04/hour
Laborer 3	W-3	\$17.18-\$20.64/hour
Laborer 2	W-2	\$16.02-\$19.35/hour
<u>Recycling & Transfer Station</u>		
Division Super. Solid Waste	M-2	\$67,731 - \$84,872
Working Foreman	W-6	\$21.23-\$25.50/hour
Public Works Specialist 1	W-4	\$18.30-\$22.04/hour
HMEO	W-4	\$18.30-\$22.04/hour
Laborer 2	W-2	\$16.02-\$19.35/hour
<u>Water Division #</u>		
Division Super. Water & Sewer	M-3	\$72,265 - \$90,557
Assistant Superintendent - Water	UR-5	\$50,506 - \$64,969
Water Treatment Facility Mgr	UR-6	\$52,639 - \$68,775
Pumping Station Operator	W-5	\$19.65-\$23.59/hour
Public Works Inspector	W-6	\$21.23-\$25.50/hour
Working Foreman	W-6	\$21.23-\$25.50/hour
Public Works Technician	W-5	\$19.65-\$23.59/hour
HMEO	W-4	\$18.30-\$22.04/hour
Craftsworker	W-4	\$18.30-\$22.04/hour
Laborer 3	W-3	\$17.18-\$20.64/hour
Laborer 2	W-2	\$16.02-\$19.35/hour
<u>Sewer Division #</u>		
Assistant Superintendent - Sewer	UR-5	\$50,508 - \$64,969
HMEO	W-4	\$18.30-\$22.04/hour
Pumping Station Operator	W-5	\$19.65-\$23.59/hour
Chief Pumping Station Operator	W-7	\$23.30-\$27.73/hour
Public Works Inspector	W-6	\$21.23-\$25.50/hour
Working Foreman	W-6	\$21.23-\$25.50/hour
Craftsworker	W-4	\$18.30-\$22.04/hour

2011 Annual Town Meeting Warrant
GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of March 22, 2011
(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
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PUBLIC FACILITIES

Department of Public Facilities

Director of Facilities Operations	M-4	\$84,335 - \$105,678
Dir. of Design and Construction	M-4	\$84,335 - \$105,678
Project Manager	M-1	\$56,833 - \$71,233
Resident Site Manager	NR-6	\$52,639 - \$68,775
Facility Operations Shift Supervisor	UR-5	\$50,506 - \$64,969
Supervisor of Custodial Services	NR-6	\$52,639 - \$68,775
Administrative Specialist	TS-4	\$38,283 - \$48,496
Administrative Analyst	NR-3	\$40,337 - \$53,787
Department Assistant 2	TS-2	\$31,783 - \$40,261
Senior Custodian 1	BC-2	\$36,286 - \$43,767
Senior Custodian 2	BC-3	\$38,103 - \$45,960
Custodian	BC-1	\$32,930 - \$39,720
Warehouse Person	BT-1	\$38,455 - \$46,381
HVAC Technician	BT-3	\$46,540 - \$56,135
Carpenter	BT-2	\$42,298 - \$51,019
Craftsworker	BT-2	\$42,298 - \$51,019
Plumber	BT-3	\$46,540 - \$56,135
Electrician	BT-3	\$46,540 - \$56,135
Committee Secretary	SS-3	\$34,193 - \$43,314

Health Department

Director of Public Health	M-3	\$72,265 - \$90,557
Environmental Health Agent	PT-5	\$50,508 - \$64,968
Public Health Nurse	PT-5	\$50,508 - \$64,968
Program Coordinator	NR-2	\$38,712 - \$50,577
Sr. Program Coordinator	NR-5	\$50,508 - \$64,968
Public Health Nurse	PT-5	\$50,508 - \$64,968
Administrative Specialist	TS-4	\$38,283 - \$48,496
Department Assistant 2	TS-2	\$31,783 - \$40,261

HUMAN SERVICES

Council on Aging

Executive Director	M-2	\$67,731 - \$84,872
Associate Director	PT-4	\$45,134 - \$58,969
Outreach Worker	PT-2	\$38,712 - \$50,577
Social Worker	PT-3	\$40,337 - \$53,787
Program Coordinator	NR-2	\$38,712 - \$50,577
Building Monitor	Sch C	\$10.81/hour

Youth Services

Director of Youth Services	M-2	\$67,731 - \$84,872
Social Worker	PT-3	\$40,337 - \$53,787
Administrative Assistant	TS-3	\$34,193 - \$43,314

2011 Annual Town Meeting Warrant

GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)

as of March 22, 2011

(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
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PLANNING & COMMUNITY DEVELOPMENT

Planning

Director of Planning & Comm. Develop	M-3	\$72,265 - \$90,557
Assistant to the Planning Director	NR-3	\$40,337 - \$53,787
Director of Economic Development	M-1	\$56,833 - \$71,233
Administrative Assistant	TS-3	\$34,193 - \$43,314

Community Development

Director of Conservation	M-1	\$56,833 - \$71,233
Administrative Specialist	TS-4	\$38,283 - \$48,496
Administrative Assistant	TS-3	\$34,193 - \$43,314
Department Assistant 1	TS-1	\$28,165 - \$35,677
Committee Secretary	SS-3	\$34,193 - \$43,314

CULTURE AND LEISURE SERVICES

Library

Director of Public Library	M-3	\$72,265 - \$90,557
Assistant Director	NR-6	\$52,639 - \$68,775
Reference Supervisor	NR-4	\$45,134 - \$58,969
Children's Supervisor	NR-4	\$45,134 - \$58,969
Technology Specialist/Archivist	NR-4	\$45,134 - \$58,969
Tech. Services Supervisor	NR-4	\$45,134 - \$58,969
Reference Librarian/AV Specialist	NR-3	\$40,337 - \$53,787
Reference Librarian/Program Specialist	NR-3	\$40,337 - \$53,787
Circulation Supervisor	SS-5	\$41,853 - \$53,017
Assistant Children's Librarian	SS-4	\$38,283 - \$48,496
Assistant Cataloger	SS-3	\$34,193 - \$43,314
Administrative Assistant	TS-3	\$34,193 - \$43,314
Administrative Specialist	TS-4	\$38,283 - \$48,496
Library Assistant PT	SS-1	\$28,165 - \$35,677
Library Assistant FT	SS-2	\$31,783 - \$40,261
Reference Librarian PT	NR-2	\$38,712 - \$50,577

Park & Recreation

Director of Park and Recreation	M-2	\$67,731 - \$84,872
Assistant Director	PT-4	\$45,134 - \$58,969
Recreation Supervisor	PT-2	\$38,712 - \$50,577
Administrative Specialist	TS-4	\$38,283 - \$48,496
Department Assistant 2	TS-2	\$31,783 - \$40,261

2011 Annual Town Meeting Warrant

CLASSIFICATION	Budgeted FY 2009 Funded FTE	Budgeted FY 2009 Salary Minimum	Budgeted FY 2009 Salary Maximum	Budgeted FY 2010 Request FTE	Budgeted FY 2010 Salary Minimum	Budgeted FY 2010 Salary Maximum	Budgeted FY 2011 Request FTE	Budgeted FY 2011 Salary Minimum	Budgeted FY 2011 Salary Maximum
Superintendent	1.00	154,440		1.00	154,440		1.00	166,437	
Central Administrators	4.00	112,566	124,484	3.79	112,566	124,484	3.79	117,631	128,094
High School Principal	1.00	128,553		1.00	128,553		1.00	130,500	
Middle School Principal	1.00	116,737		2.00	116,737		2.00	113,000	119,889
Elementary Principal	5.00	97,944	117,703	5.00	101,861	117,703	5.00	103,861	120,881
High School Assistant Principal	2.00	79,555	109,949	2.00	82,101	113,467	2.00	82,306	113,751
Middle School House Administrator	3.00	74,183	104,078	2.00	76,557	107,408	2.00	76,748	107,677
Elementary Assistant Principal	1.50	67,952	98,262	1.50	70,127	101,406	1.50	70,302	101,660
Director	6.60	67,397	111,693	7.60	69,554	115,267	6.60	69,728	115,556
Director of Special Education	2.50	75,992	114,232	3.00	78,424	117,888	3.50	78,620	118,182
Department Chairs & Curriculum Coordinator	3.30	68,202	99,408	5.30	70,384	102,589	5.10	70,560	102,845
Teacher	393.87	41,174	85,359	405.84	42,358	87,813	404.30	42,781	88,691
Nurse	8.50	41,174	80,362	7.58	42,358	82,673	7.61	42,781	83,499
Instructional Assistants	110.69	\$14,740/hr	\$28,8762/hr	110.38	\$15,1086/hr	\$29,8481/hr	108.36	\$15,4836/hr	\$30,8443/hr
Permanent Substitute	4.00	\$14.51/hr		4.00	\$14.51/hr		3.00	\$16.11/hr	
Network Administrator	1.00	84,737		1.00	88,973		1.00	89,863	
Database Administrators	2.00	65,000	74,982	2.00	68,250	78,731	2.00	68,933	79,518
Computer Technicians	5.00	\$21,8369/hr	\$27,6148/hr	5.00	\$21,2172/hr	\$26,8311/hr	8.50	\$22,8306/hr	\$28,8714/hr
School Office Assistants	10.29	\$10,3926/hr	\$14,5563/hr	9.75	\$13,5584/hr	\$17,8449/hr	9.12	\$13,86/hr	\$18,25/hr
Mail Carrier/Production Center	1.00	\$15,8209/hr	\$20,1366/hr	1.00	\$16,6663/hr	\$21,9437/hr	1.00	\$17,04/hr	\$22,44/hr
Secretary	32.12	\$15,8209/hr	\$25,8157/hr	32.51	\$16,6663/hr	\$26,6161/hr	31.97	\$17,04/hr	\$22,22/hr
Director of Community Education and External Funding	0.25	72,576	93,613	0.10	74,390	95,953	0.10	96,913	
Administrative Assistants	5.00	\$21,86/hr	\$38,58/hr	5.00	\$22,41/hr	\$39,54/hr	5.00	\$39,93/hr	
Bus/Van Drivers	1.00	\$20,35/hr		1.00	\$20,86/hr		1.00	\$21,07/hr	
Transportation Coordinator	-	59,004		-	60,184		-	60,786	
Accounting Supervisor	1.00	58,459		1.00	61,382		1.00	61,996	
Budget Analyst	1.00	56,940		1.00	59,823		1.00	57,510	
Total	607.61			621.36			618.45		

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DEBT APPENDIX A

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TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Amount Issued	Bond Issued	Final Maturity	Average Rate	Debt Service 2011	Debt Service 2012	Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	After 2016
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GENERAL FUND WITHIN THE LEVY LIMIT - AUTHORIZED & ISSUED

Title V - MWPAT T5-97-1027 - R	May-97	\$85,894	Dec-99	Aug-19	(see note)	\$7,305	\$7,056	\$6,794	\$6,530	\$6,265	\$5,923	\$21,028
Storm Water - MWPAT 96-92 (Restructured)	May-96	\$364,979	Sep-01	Aug-19	(see note)	\$34,831	\$34,506	\$33,750	\$32,889	\$35,650	\$34,152	\$122,292
Pollard School Modular Classrooms	Nov-01	\$1,712,000	May-03	Nov-10	2.33%	\$228,150	PAID					
Road Improvements	May-05	\$468,400	Dec-05	Feb-15	3.48%	\$32,510	\$11,460	\$11,110	\$10,750	\$10,380	PAID	
Mitchell School Roof	Nov-06	\$580,000	Jun-07	Nov-11	4.31%	\$122,331	\$117,444	PAID				
Roads, Bridges, Sidewalks & Intersections (Series II)	May-06	\$340,000	Jun-07	Nov-10	4.33%	\$86,806	PAID					
Ambulance & EMS Reporting System	May-08	\$160,000	Nov-08	Aug-10	3.40%	\$81,400	PAID					
Public Services Administrative Building Design	May-08	\$120,000	Nov-08	Aug-10	3.40%	\$61,050	PAID					
Hillside & Mitchell Schools Paving Work	May-08	\$90,000	Nov-08	Aug-11	3.46%	\$31,575	\$30,525	PAID				
Road, Bridges, Sidewalks and Intersection Improvement	May-08	\$820,000	Jun-09	Jun-13	2.40%	\$219,350	\$213,200	\$209,100	PAID			
Street & Traffic Light Improvements	May-08	\$80,000	Jun-09	Jun-11	3.33%	\$41,200	PAID					
Public Services Administration Building	Oct-08	\$4,000,000	Dec-09	Aug-26	3.16%	\$363,375	\$344,325	\$339,525	\$334,725	\$329,925	\$325,125	\$3,037,163
Road, Bridges, Sidewalks and Intersection Improvement	May-09	\$165,000	Dec-09	Aug-13	2.00%	\$48,272	\$42,000	\$41,200	\$40,400	PAID		
Public Safety Building Roof	May-08	\$350,000	Jun-10	Dec-14	2.20%	\$76,701	\$75,600	\$73,850	\$72,100	\$70,700	PAID	
Public Services Administration Building (Series II)	Oct-08	\$1,000,000	Jun-10	Dec-24	3.07%	\$86,251	\$86,138	\$84,638	\$83,138	\$81,938	\$85,606	\$732,788
Road, Bridges, Sidewalks and Intersection Improvement	May-09	\$530,000	Jun-10	Dec-13	2.31%	\$145,087	\$142,850	\$134,550	\$131,300	PAID		
Public Services Administration Building (Series III)	Oct-08	\$125,000	Oct-10	Apr-14	2.10%	\$75,899	\$21,200	\$20,800	\$10,200	PAID		
Public Safety Building Roof	May-08	\$20,000	Oct-10	Apr-11	1.00%	\$20,092	PAID					
Stormwater Master Plan Drainage	May-09	\$30,000	Oct-10	Apr-11	1.00%	\$30,138	PAID					
Kendrick Street Bridge Design	May-09	\$75,000	Oct-10	Apr-11	1.00%	\$75,346	PAID					
Town Hall Project (Series I)	May-09	\$2,500,000	Oct-10	Apr-17	2.24%	\$722,249	\$341,250	\$335,250	\$326,250	\$320,250	\$314,250	\$307,500

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Amount Issued	Bond Issued	Final Maturity	Average Rate	Debt Service 2011	Debt Service 2012	Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	After 2016
Road, Bridges, Sidewalks and Intersection Improvement	May-09	\$180,000	Oct-10	Apr-13	2.11%	\$121,245	\$31,500	\$30,900	PAID			
Parking Lot Dedham Avenue	Nov-02	\$1,000	Oct-10	Apr-11	1.00%	\$1,005	PAID					
GENERAL FUND DEBT SERVICE - WITHIN THE LEVY LIMIT												
GENERAL FUND DEBT EXCLUDED FROM THE LEVY LIMIT - AUTHORIZED & ISSUED												
High School Renovations	May-00	\$5,350,000	Jun-01	Jun-11	4.00%	\$556,400	PAID					
Land Acquisition (Wiswall)	Nov-00	\$1,930,000	Jun-01	Jun-11	4.00%	\$197,600	PAID				PAID	
Broadmeadow School	May-00	\$14,000,000	Nov-03	Nov-23	4.09%	\$1,089,725	\$1,066,100	\$1,040,725	\$1,013,600	\$985,600	\$957,600	\$6,601,000
Library Project (Series I)	May-03	\$11,000,000	Dec-04	Dec-19	3.90%	\$1,118,181	\$1,084,563	\$1,056,038	\$1,026,494	\$994,913	\$962,313	\$3,513,144
Eliot School	May-00	\$5,500,000	Jun-05	Jun-25	3.82%	\$417,344	\$408,894	\$399,794	\$390,694	\$421,594	\$411,094	\$3,023,844
Library Project (Series II)	May-03	\$750,000	Dec-05	Feb-15	3.59%	\$100,930	\$102,955	\$99,805	\$91,565	\$93,420	PAID	
High School (Series I)	May-03	\$10,000,000	Nov-06	May-26	4.01%	\$907,250	\$865,875	\$845,250	\$823,250	\$801,250	\$779,250	\$6,273,875
High Rock School - Designs	Nov-06	\$45,000	Dec-07	Jun-12	3.28%	\$10,650	\$10,325	PAID				
High Rock & Pollard School Projects	May-07	\$600,000	Dec-07	Jun-12	3.28%	\$159,750	\$154,875	PAID				
High Rock School - Designs	Nov-06	\$480,000	Jun-08	Dec-26	3.91%	\$40,594	\$39,781	\$38,969	\$38,156	\$37,344	\$36,531	\$335,625
High Rock & Pollard School Projects	May-07	\$1,120,000	Jun-08	Dec-26	3.91%	\$96,625	\$94,675	\$92,725	\$90,775	\$88,825	\$86,875	\$778,300
High School (Series IIA)	May-03	\$9,000,000	Jun-08	Dec-24	3.89%	\$817,788	\$800,553	\$783,338	\$766,113	\$748,888	\$731,663	\$5,618,050
High School (Series IIB)	Feb-05	\$2,000,000	Jun-08	Dec-26	3.91%	\$170,494	\$167,081	\$163,669	\$160,256	\$156,844	\$153,431	\$1,409,625
High Rock & Pollard School Projects (Series III)	May-07	\$5,000,000	Nov-08	Aug-27	4.59%	\$468,625	\$459,350	\$450,075	\$440,800	\$430,863	\$420,263	\$4,071,869
High School (Series III)	Feb-05	\$3,850,000	Jun-09	Jun-28	3.42%	\$358,000	\$310,650	\$306,550	\$297,450	\$292,950	\$288,200	\$2,827,900
High Rock & Pollard School Projects (Series IV)	May-07	\$10,500,000	Dec-09	Aug-28	3.35%	\$896,566	\$846,138	\$835,038	\$823,938	\$812,838	\$801,738	\$8,860,319
Library Project (Series VIII)	May-03	\$32,997	Oct-10	Apr-11	1.00%	\$33,149	PAID					
Newman School HVAC Design and Engineering (Series I)	May-09	\$225,000	Jun-10	Dec-14	2.20%	\$49,308	\$48,600	\$47,475	\$46,350	\$45,450	PAID	

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Amount Issued	Bond Issued	Final Maturity	Average Rate	Debt Service 2011	Debt Service 2012	Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	After 2016
Newman School Extraordinary Repairs (Series I)	Nov-09	\$1,000,000	Jun-10	Dec-19	2.62%	\$122,547	\$121,500	\$119,000	\$116,500	\$114,500	\$112,375	\$423,375
High Rock & Pollard School Projects (Series V)	May-07	\$60,000	Oct-10	Apr-12	1.76%	\$30,415	\$30,600	PAID				
Newman School HVAC Design and Engineering (Series II)	May-09	\$225,000	Oct-10	Apr-11	1.00%	\$226,038	PAID					
Newman School Extraordinary Repairs (Series II)	Nov-09	\$675,000	Oct-10	Apr-14	2.07%	\$429,726	\$106,000	\$104,000	\$51,000	PAID		
EXCLUDED DEBT						\$8,297,704	\$6,718,524	\$6,382,449	\$6,176,940	\$6,025,276	\$5,741,331	\$43,736,925
RTS FUND DEBT FEE SUPPORTED - AUTHORIZED & ISSUED												
RTS Construction Equipment	May-07	\$200,000	Dec-07	Jun-11	3.30%	\$51,625	PAID					
Collection Packer	May-08	\$125,000	Dec-09	Aug-12	2.00%	\$47,369	\$41,200	\$40,400				
Collection Packer	May-08	\$19,000	Oct-10	Apr-11	1.00%	\$19,088	PAID					
Construction Equipment (FE Loader)	May-09	\$165,000	Oct-10	Apr-14	2.29%	\$31,591	\$53,150	\$47,150	\$40,800	PAID		
RTS DEBT SERVICE						\$149,673	\$84,350	\$87,550	\$40,800			
SEWER FUND DEBT SERVICE FEE SUPPORTED - AUTHORIZED & ISSUED												
West Street Force Sewer Main	May-98	\$881,800	Jun-99	Jun-19	4.83%	\$69,375	\$67,238	\$70,100	\$67,700	\$70,250	\$72,500	\$209,250
West Street Sewer Pump Station	May-98	\$1,939,000	Jun-99	Jun-19	4.83%	\$153,903	\$154,153	\$154,165	\$153,885	\$153,250	\$152,250	\$462,500
Sewer - MWPAT 95-01 (Restructured)	May-91	\$310,656	Aug-01	Feb-15	(see note)	\$32,130	\$32,110	\$32,080	\$32,061	\$32,021	PAID	
Sewer - MWPAT 97-13 (Restructured)	Oct-96	\$67,700	Nov-04	Aug-18	(see note)	\$6,815	\$6,406	\$6,558	\$6,509	\$6,537	\$6,452	\$18,545
Sewer - MWPAT 97-33 (Restructured)	Oct-96	\$180,300	Nov-04	Aug-18	(see note)	\$18,160	\$17,194	\$17,593	\$17,427	\$17,374	\$17,020	\$49,124
Sewer - MWPAT 97-63 (Restructured 2)	May-97	\$1,019,778	Nov-04	Aug-18	(see note)	\$102,444	\$97,017	\$99,729	\$98,417	\$98,250	\$96,382	\$278,440
Sewer - MWPAT 98-10 (Restructured)	May-97	\$130,200	Nov-04	Aug-18	(see note)	\$13,071	\$12,388	\$12,793	\$12,594	\$12,567	\$12,321	\$35,482
Sewer System Rehab - I/J Work (Series II)	May-03	\$425,000	Jun-05	Jun-14	3.14%	\$45,500	\$44,200	\$42,800	\$41,400			
Sewer Pump Station	May-05	\$484,550	Dec-05	Feb-15	3.59%	\$64,765	\$62,840	\$60,915	\$58,935	\$51,900		
Sewer Rehabilitation - Rte 128 Area (Series I)	Nov-05	\$2,000,000	Jun-07	Nov-22	4.35%	\$161,138	\$141,781	\$142,638	\$138,388	\$134,013	\$129,263	\$710,281
Sewer Pump Station - GPA	May-05	\$500,000	Jun-09	Jun-19	3.17%	\$63,000	\$61,500	\$60,500	\$59,500	\$58,375	\$57,188	\$162,000

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED

Project	T.M. Vote	Amount Issued	Bond Issued	Final Maturity	Average Rate	Debt Service 2011	Debt Service 2012	Debt Service 2013	Debt Service 2014	Debt Service 2015	Debt Service 2016	After 2016
Sewer System Rehabilitation I/I	May-07	\$725,000	Jun-10	Jun-14	2.35%	\$158,413	\$154,063	\$151,163	\$146,263			
Sewer Rehabilitation - Rte 128 Area	Nov-05	\$320,000	Dec-09	Aug-28	3.39%	\$30,359	\$28,763	\$28,363	\$27,963	\$22,613	\$22,313	\$263,169
Sewer Pump Station GPA	May-08	\$550,000	Dec-09	Aug-28	3.36%	\$47,857	\$45,200	\$44,600	\$44,000	\$43,400	\$42,800	\$459,813
MWRA Loan Sewer Pump Station Richardson Drive	Nov-02	\$215,710	Feb-10	Feb-15		\$43,142	\$43,142	\$43,142	\$43,142	\$43,142 PAID		
MWRA Loan Sewer System Rehabilitation I/I	May-07	\$283,305	May-10	May-15		\$56,661	\$56,661	\$56,661	\$56,661	\$56,661 PAID		
Sewer Rehabilitation - Rte 128 Area	Nov-05	\$145,000	Jun-10	Dec-19	2.59%	\$18,238	\$18,075	\$17,700	\$17,325	\$17,025	\$16,705	\$57,981
Sewer System Rehab - I/I Work	May-03	\$10,000	Oct-10	Apr-11	1.00%	\$10,046 PAID						
Sewer Pump Station Richardson Drive	Nov-02	\$200,000	Oct-10	Apr-16	2.00%	\$126,355	\$16,688	\$16,388	\$15,938	\$15,638	\$15,338	
Sewer Rehabilitation - Rte 128 Area	Nov-05	\$15,000	Oct-10	Apr-11	1.00%	\$15,069						
Sewer Pump Station Design (Reservoir B)	May-09	\$2,003	Oct-10	Apr-11	1.00%	\$2,012						
Sewer System Rehabilitation I/I (MWRA)	May-07	\$57,613	Nov-10	Nov-15		Issued	\$11,523	\$11,523	\$11,523	\$11,523	\$11,523	
SEWER DEBT SERVICE						\$1,238,452	\$1,070,939	\$1,069,408	\$1,051,628	\$844,637	\$652,053	\$2,706,585
WATER FUND DEBT SERVICE FEE SUPPORTED - AUTHORIZED & ISSUED												
Water Treatment Facility	Nov-97	\$3,090,000	Jun-99	Jun-19	4.83%	\$245,903	\$243,303	\$245,465	\$247,065	\$243,000	\$243,500	\$738,250
Water Treatment Facility	May-96	\$2,665,000	Jun-99	Jun-19	4.83%	\$208,595	\$212,183	\$210,295	\$208,095	\$210,500	\$212,250	\$628,000
Water Systems - Broadmeadow Area	Nov-00	\$257,304	Jul-01	Aug-11	ZERO	\$25,730	\$25,730 PAID					
Water System Designs - Warren Area	May-04	\$50,000	Dec-05	Feb-11	3.44%	\$10,350 PAID						
Water System Rehab - Warren Area (Series I)	May-05	\$413,500	Dec-05	Feb-15	3.60%	\$53,520	\$51,945	\$50,370	\$53,750	\$51,900		
Water Service Connections (Series I)	May-06	\$50,000	Jun-07	Nov-11	4.31%	\$10,638	\$10,213 PAID					
Water System Rehab - Rte 128 Area (Series I)	May-06	\$1,500,000	Jun-07	Nov-22	4.32%	\$138,050	\$178,694	\$148,913	\$144,663	\$140,288	\$135,538	\$894,819
Water Service Connections (Series II)	May-06	\$100,000	Dec-07	Jun-12	3.28%	\$26,625	\$25,813 PAID					
Water Storage Tank Rehabilitation	May-07	\$600,000	Dec-07	Jun-12	3.28%	\$191,700	\$185,850 PAID					

TOWN OF NEEDHAM DEBT SERVICE - SCHEDULE OF AUTHORIZED & ISSUED										Debt Service				Debt Service				After	
Project	T.M. Vote	Amount Issued	Bond Issued	Final Maturity	Average Rate	2011	2012	2013	2014	2015	2016	2016	2016	2015	2014	2013	2012	2016	2016
Water System Design	May-01	\$25,000	Dec-07	Jun-12	3.28%	\$5,325	\$5,163	PAID											
Water System Rehab - Webster Area (Series II)	May-03	\$100,000	Dec-07	Jun-12	3.28%	\$25,625	\$25,813	PAID											
Water System Rehabilitation - Rte 128 Area	May-06	\$230,000	Nov-08	Aug-12	3.48%	\$64,900	\$57,888	\$55,963											
Water System Rehabilitation - Rte 128 Area	May-06	\$212,000	Jun-09	Jun-19	3.16%	\$29,358	\$28,638	\$23,158	\$22,776	\$23,350	\$22,875	\$64,800							
Water Storage Tank Rehabilitation	May-08	\$655,000	Jun-09	Jun-19	3.16%	\$32,993	\$81,013	\$79,693	\$78,373	\$75,888	\$74,344	\$210,600							
Water Service Connections	May-06	\$55,000	Dec-09	Aug-19	2.51%	\$11,324	\$6,013	\$5,913	\$5,813	\$5,713	\$5,613	\$21,131							
Water System Rehabilitation - Rte 128 Area	May-06	\$100,000	Dec-09	Aug-28	3.41%	\$8,319	\$7,838	\$7,738	\$7,638	\$7,538	\$7,438	\$87,856							
Water System Rehabilitation - Rte 128 Area	May-06	\$165,000	Jun-10	Dec-14	2.22%	\$38,158	\$37,600	\$36,725	\$30,900	\$30,300									
Water Main Improvements	May-08	\$185,000	Jun-10	Dec-14	2.20%	\$43,493	\$42,850	\$36,925	\$36,050	\$35,350									
Water Distribution System Rehab (Chapel & May)	May-09	\$400,000	Jun-10	Dec-24	3.02%	\$40,140	\$39,963	\$39,213	\$38,463	\$37,863	\$32,281	\$258,375							
Water Distribution System Rehab (Pickering & GPA)	May-09	\$300,000	Oct-10	Apr-15	1.85%	\$221,844	\$21,800	\$21,400	\$20,800	\$20,400									
WATER DEBT SERVICE						\$1,483,589	\$1,288,304	\$961,768	\$894,385	\$882,088	\$733,838	\$2,903,831							
TOTAL						\$13,881,585	\$10,671,170	\$9,822,641	\$9,212,034	\$8,607,008	\$7,892,278	\$53,568,112							

Note: Massachusetts Water Pollution Abatement Trust (MWPAT) loans include many communities and multiple loans and are frequently restructured by the Trust. The program provides grants and other financial assistance which in effect results in a low or no interest rate loan. Under the program the town usually pays less than it borrows from the Trust.

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DEBT APPENDIX B

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Town of Needham - Debt - Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Open or Requested Authorization
Open General Fund Projects			
Pollard School Parking & Access Improvements	314/11	1	\$758,000
Senior Center Feasibility & Design	Nov-10	11	\$500,000
Pollard School Roof Repair	Nov-10	10	\$3,500,000
Pollard School Facility Improvements	Nov-10	9	\$325,000
Kendrick Street Bridge Repair	May-10	35	\$850,000
Road, Bridges, Sidewalks and Intersection Improvement	May-10	36	\$1,236,300
Newman School HVAC Project	Nov-09	14	\$26,962,128
Town Hall Project	May-09	35	\$4,100,000
Stormwater Master Plan Drainage	May-09	49	\$200,000
Kendrick Street Bridge Repair Design	May-09	47	\$125,000
Public Services Administration Bldg	Oct-08	5	\$5,725,000
Public Safety Building Roof	May-08	36	\$535,000
Street & Traffic Light Improvements	May-08	42	\$105,000
Municipal Parking Lot Improvements	May-08	41	\$105,000
High Rock and Pollard School Project	May-07	41	\$20,475,000
Mitchell School Roof Repair	Nov-06	12	\$700,000
Ridge Hill Rehabilitation	May-05	31	\$126,875
Parking Lot Dedham Avenue	Nov-02	14	\$180,000
Rosemary Pool Complex - Design	May-00	63	\$100,000
TOTAL			\$35,313,428

Town of Needham - Debt - Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Open or Requested Authorization
Proposed General Fund Projects for the 2011 ATM			
Fire Engine	Pending	37	\$400,000
Needham High School Building C Roof Repair	Pending	38	\$320,000
Public Works Infrastructure Program	Pending	39	\$1,100,000
Booth Street Reconstruction	Pending	41	\$125,000
TOTAL			\$1,945,000
Open CPA Fund Projects			
Town Hall Project	May-09	35	\$7,200,000
TOTAL			\$7,200,000
Proposed CPA Fund Projects for the 2011 ATM			
TOTAL			\$0
Open RTS Enterprise Fund Projects			
RTS Construction Equipment (FE Loader)	May-09	52	\$230,000
TOTAL			\$45,000
Proposed RTS Enterprise Fund Projects for the 2011 ATM			
RTS Forklift	Pending	42	\$86,000
RTS Semi-Tractor	Pending	43	\$152,000
TOTAL			\$238,000

Town of Needham - Debt - Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Open or Requested Authorization
Open Sewer Enterprise Fund Projects			
Sewer Pump Station Design - Reservoir B	May-09	55	\$577,500
Sewer Pump Station - Great Plain Ave.	May-08	45	\$770,000
Sewer System Rehabilitation I/I Work	May-07	45	\$1,806,800
Rte 128 Sewer System Improvements	Nov-05	9	\$3,500,000
Sewer System Rehab - I/I Work	May-03	55	\$1,000,000
Sewer Pump Station Richardson Drive	Nov-02	20	\$500,000
TOTAL			\$1,565,870
Proposed Sewer Enterprise Fund Projects for the 2011 ATM			
TOTAL			\$0
Open Water Enterprise Fund Projects			
Water System Improvements	May-09	56	\$1,000,000
Water Main Improvements	May-08	47	\$1,900,000
Water Storage Tank Cleaning & Painting	May-08	48	\$730,000
Water System Improvements (Rte 128 Area)	May-06	71	\$3,000,000
Water System Improvements - Warren Street	May-05	54	\$913,500
Water Pumping Station Design - St. Mary's	Nov-02	26	\$300,000
TOTAL			\$1,920,294
Proposed Water Enterprise Fund Projects for the 2011 ATM			
TOTAL			\$0

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SPECIAL TOWN MEETING

WARRANT



TOWN OF NEEDHAM

MONDAY, MAY 9, 2011

7:30 P. M.

NEWMAN ELEMENTARY SCHOOL

CENTRAL AVENUE

NEEDHAM

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

**May 9, 2011 Special Town Meeting Warrant
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COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Newman Elementary School:

MONDAY, THE NINTH DAY OF MAY, 2011

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: AMEND ZONING BY-LAW – PERSONAL FITNESS SERVICE ESTABLISHMENT IN AN INDUSTRIAL DISTRICT

To see if the Town will vote to amend the Zoning By-Law as follows:

In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately below the row that reads “theatres, indoor moving picture shows, bowling alleys, skating rings, billiard rooms, and similar commercial amusement or entertainment places” a new entry, which shall read as follows:

<u>“Use</u>	<u>RRC</u> <u>SRA</u>	<u>SRB</u>	<u>GR</u>	<u>A-1.2</u> <u>&3</u>	<u>I</u>	<u>IND</u>	<u>IND-</u> <u>1</u>	<u>IND</u> <u>P*</u>
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Personal fitness service establishment; provided, all required off-street parking is provided on-site for all land uses located on the subject site and in adherence with the requirements of Section 5.1.2, Required Parking, absent any waivers from the provisions of Subsections 5.1.1.5 and 5.1.1.6.....	N	N	N	N	N	Y	N	N
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Personal fitness service establishment; where there is insufficient off-street parking on-site to serve all land uses located thereon in adherence with the requirements of Section 5.1.2 but where it can be demonstrated that the hours, or days, of peak parking for the uses are sufficiently different that a lower total will provide adequately for all uses or activities served by the parking lot.....	N	N	N	N	N	SP	N	N”
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Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: This article would authorize personal fitness service establishments in the Industrial

District either by right or by special permit. Presently the use is permitted in Needham's Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business districts.

Under the proposed amendment, personal fitness service establishments would be permitted as-of-right in the Industrial district where the number of off-street parking spaces required to service the fitness use and all other land uses located on the property are provided in accordance with zoning by-law requirements. Personal fitness service establishments having insufficient off-street parking would be permitted by special permit in the Industrial district where it can be demonstrated that the hours, or days, of peak parking for the uses are sufficiently different that a lower parking total would provide adequately for all uses or activities served by the parking lot. Personal fitness service establishments are defined within the zoning by-law as a business which involves instructional and/or directed exercise and fitness activities, including, but not limited to, personal training, yoga, spinning, pilates, exercise and fitness classes and lessons, and related activities; having at least one instructor or supervisor for every 15 clients; a maximum class size of 15 clients; a maximum occupancy at any one time of 20 persons; and a maximum total area of 2,500 square feet.

ARTICLE 2: AMEND ZONING BY-LAW - AMENDMENTS TO NEW ENGLAND BUSINESS CENTER, HIGHLAND COMMERCIAL-128 AND MIXED USE-128 DISTRICTS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

Section 3.2.4 Uses in the New England Business Center District ("NEBC")

1. Amend Section 3.2.4.1 Permitted Uses

a. By adding to (c) after the words "but not including a medical clinic": "; Medical Services Building; and medical, surgical, psychiatric, dental, orthodontic, or psychologist group practices comprised of three or more such professionals (hereinafter "Group Practices"); and physical therapy, alternative medicine, wellness treatments, including but not limited to, acupuncture, yoga, chiropractic and/or nutrition services. "Professional" shall include professional medical, surgical, psychiatric, dental, orthodontic or psychologist practice by a group of two or fewer such professionals ("Non-group Practice")."

b. By amending (j) to read: "On the ground floor only of a multi-story building, consumer and commercial service establishments dealing directly with the general public; business service centers; retail establishments; pharmacies not affiliated with Group Practices, physical therapy, alternative medicine, wellness treatments such as acupuncture, yoga, chiropractic and/or nutrition services; day care uses (other than adult day care establishments requiring a special permit under Section 3.2.4.2 (b) hereof); indoor athletic and exercise facilities; and laundry and dry-cleaning pick-up stations where processing is done elsewhere."

2. Amend Section 3.2.4.2 Uses Permitted by Special Permit

a. By amending current section (f) to read: "Eat in or take-out restaurants or other eating establishments, including coffee shops, provided they are located on the ground floor of a multi-story building. Further provided that drive-thru restaurants or other eating establishments are prohibited."

b. By adding a new section (i): "Group Practices and alternative medicine practices, physical therapy, and wellness treatments facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services. Such uses may have customary and proper accessory uses incidental to the lawful principal uses, including but not limited to, pharmacies. If the principal use is located on the ground floor, then the affiliated pharmacy may be located there also."

Section 3.2.5 Uses in the Highland Commercial-128 District Use

3. Amend Section 3.2.5.1 Permitted Uses

- a. By deleting from Section 3.2.5.1(e) the word “professional”.
- b. By adding to (f) after the words “but not including a medical clinic”: “; Medical Services Building; Group Practices; alternative medicine practices, physical therapy, and wellness treatment facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services, all as defined in Sections 1.3 and 3.2.4.1.”

Section 3.2.6 Uses in the Mixed Use-128 District

4. Amend Section 3.2.6.1 Permitted Uses

- a. By deleting from Section 3.2.6.1(e) the word “professional”.
- b. By adding to (g) after the words “but not including a medical clinic”: “; Medical Services Building; Group Practices; alternative medicine practices, physical therapy, and wellness treatment facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services, all as defined in Sections 1.3 and 3.2.4.1.”

Section 4.8 Dimensional Regulations for NEBC

5. Amend 4.8 Table

- a. By changing Maximum Lot Coverage from 50% to [range of 65%-80%] or remove requirement altogether.

- b. By changing Floor Area Ratio from 0.40 to 0.50.

6. Amend Footnote (2)

- a. By changing first sentence to read: “Maximum lot cover shall be [range of 65% to 80%] for all projects or remove requirement altogether.”
- b. By changing second sentence to read: “However, if a project is designed such that at least 65% of the required landscaped area immediately abuts at least 65% of the required landscaped area of an adjoining project for a distance of at least 50 feet the maximum lot coverage may be increased to [range of 75% to 90%] or remove requirement altogether.”

7. Amend Footnote (4)

- a. By changing the sentence to read: “A 25-foot front yard setback must be maintained for structured parking.” (25-foot replaces 30-foot.)

8. Amend Footnote (6)

- a. By changing first sentence to read: “A floor area ratio of up to 1.75 may be allowed by a special permit from the Planning Board.” (1.75 replaces 1.1)
- b. By changing third sentence to read: “Further, the Planning Board may allow a floor area ratio of up to

2.0, by special permit, where the applicant demonstrates, the Board's satisfaction, that the proposed use will not generate peak hour trips in excess of 0.6 trips per 1,000 square feet of total development area." (2.0 replaces 1.5)

Section 4.8.1 Supplemental Dimensional Regulations for NEBC

9. Amend subsection (4)

By changing the first sentence to read: "A minimum of [range of 10%-20%] of the total lot area must be open space." (range of 10%-20% replaces 25%)

Section 4.8.2 Floor Area Ratio, Incentives

10. Amend Section 4.8.2

By changing the first sentence to read: "In the New England Business Center District the maximum floor to area ratio (FAR) permitted by right shall be 0.5." (0.5 replaces 0.4.)

Add New Section 4.8.3

11. Adding Section 4.8.3 as follows: "The Planning Board may, by special permit, waive any and/or all dimensional requirements set forth above in this Section 4.8 (including sections 4.8.1 and 4.8.2) except with respect to the height requirement up to a maximum percentage of 25% if it finds that, given the particular location and/or configuration of a project in relation to the surrounding neighborhood, such waivers are consistent with the public good, that to grant such waiver(s) does not substantially derogate from the intent and purposes of the By-Law or the Goals of the District Plan, and that such waivers are consistent with the requirements of Section 6.8."

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: Pursuant to the appropriation last May by Town Meeting, the Council of Economic Advisors ("CEA"), a committee established by the Board of Selectmen to evaluate Town-wide economic conditions and make recommendations to promote and encourage new and existing businesses, and the Planning Board sought the services of an interdisciplinary team lead by a qualified planning, economic development, urban design and traffic firm to undertake a follow-up study of the New England Business Center ("NEBC") to that originally completed by Goody, Clancy & Associates in 2001. The purpose of the study was to explore recurrent issues raised by local businesses, developers, real estate brokers and tenants during symposia sponsored by the CEA in regards to expanding the type and mix of allowable uses, including medical uses; expanding the allowable amount of restaurant, retail and other consumer service uses on the first floor of multi-story buildings; analyzing which dimensional controls were restraining development; and assessing the traffic and other impacts of proposed changes. The study results are not completely finalized, and Town Meeting may anticipate that some sections of the article may be amended. Recommended changes include expanding allowed uses, expanding the allowed mix of retail, restaurant and consumer services on the first floor, and changes in dimensional controls. Information regarding specific changes is as follows.

1a. Uses permitted as of right in Section 3.2.4.1 include "professionals" but presently exclude "Medical Clinics". The By-Law amendments proposed regarding medical uses generally are to clarify and create certainty as to such uses allowed by right, allowed by special permit or prohibited in the NEBC, taking proper account of existing language in the By-Law and the impacts by way of traffic and parking of large

medical uses.

Confusion has arisen as to what types of medical uses were excluded and which were allowed in the NEBC. Because the definition of “Medical Services Building” was inserted into the zoning by-law when the Medical Overlay District was adopted, and because the language was not mentioned in connection with the NEBC zoning changes in 2001, allowance of uses detailed in that definition within the NEBC was unclear. Because of the impacts of parking and traffic, certain medical uses, like Medical Clinics, were prohibited in the NEBC but others were not mentioned. Under the Zoning By-Law, uses not allowed are prohibited.

Accordingly, this amendment would allow as of right non-group practices of two or fewer medical professionals. Larger professional groups, physical therapy and alternative and other wellness treatment uses will be allowed only upon the issuance of a special permit, given possible impacts on traffic and parking.

The proposed amendment does not change the situation for medical clinics as not being allowed. The amendment clarifies that Medical Service Buildings, as defined in the By-law, are similarly not allowed, and clarifies what uses within that definition are allowed. Recent proposed uses within the NEBC have been stymied by the lack of clarity regarding these uses.

1.b. The need for services ancillary and supportive of businesses in the NEBC was a recurrent theme of the symposia and study conducted by the Town over the last few years. As evidenced by the Study, such services—restaurants, retail, and consumer services—are severely restricted by our current zoning and represent an outdated office building model. Accordingly, the amendment broadens the profile of uses allowed on the first floor of a multi-story building in the NEBC to address this deficiency. It is expected that an amendment will be proposed to include language presently being considered to limit the use of this section by ‘big box’ retailers. The amendment also resolves the duplicative reference to “professional” in two separate subsections of Permitted Uses in the NEBC, and relocates food uses to specially permitted uses. Because coffee shops and restaurants will not be limited as to size, it was determined that such uses should be subject to special permit.

2.a. This amendment would allow by special permit all restaurant-related uses and specifically prohibits drive-through eating facilities. Due to unique operational issues surrounding restaurant uses, such as parking and traffic, it was determined that such uses should be subject to special permit.

2.b. Group practices, alternative medicine practices, wellness treatment facilities, and physical therapy uses, may have varying impacts on traffic and parking depending on their operational model. This provision would allow such uses by special permit.

3.a. The amendment resolves the duplicative reference to “professional” in two separate subsections of Permitted Uses in the Highland Commercial-128 District, which rendered the permitted medical uses unclear.

3.b. The use of the Highland Avenue corridor for large medical uses was not envisioned by the original study and the impacts in terms of parking and traffic are not appropriate. This amendment clarifies the original intentions.

4.a. The amendment resolves the duplicative reference to “professional” in two separate subsections of Permitted Uses in the Mixed Use-128 District, which rendered the permitted medical uses unclear.

4.b. The Mixed Use-128 area, with its small lots and difficult road layout, was not envisioned for large medical uses by the original study, and the impacts in terms of parking and traffic are not appropriate. This amendment clarifies the original intentions.

5-10. These sections propose amendments to existing dimension requirements within the NEBC district. Under consideration are revisions to floor area ratio, lot coverage, and open space standards currently authorized by right or by Special Permit within the district. Town Meeting should expect that an amendment will be proposed to include these provisions. Final recommendations are pending the final study results and public hearing.

11. The future development of the NEBC depends on Needham's ability to be responsive to the requirements of new or proposed uses. Successful office parks, such as those located in Waltham and Burlington, have flourished due to the flexibility of their zoning provisions. This amendment will impart greater flexibility into the Zoning By-Law by allowing the Planning Board to waive dimensional requirements, except height, by special permit after making specific findings as to the propriety of the waivers as to a particular project and location.

ARTICLE 3: AMEND GENERAL BY-LAW/OBSTRUCTION OF SIDEWALKS

To see if the Town will vote to amend Article 3 Section 3.1.2 of the General By-Laws by deleting the first sentence and inserting in place thereof the following:

“3.1.2 Obstruction of Sidewalks Except as permitted by the Board of Selectmen or the Director of Public Works, no person shall place, or cause to be placed, upon any public way or sidewalk, any lumber, wood, box, crate, barrel, can, package or other thing, or allow the same to remain for more than one hour, or more than ten minutes after being notified to remove the same by a constable or police officer,” or take any other action relative thereto.

INSERTED BY: Planning Board/Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: This is a companion to Article 6 in the 2011 Annual Town Meeting Warrant. Article 6 would allow the Planning Board to permit temporary and seasonal outdoor seating for restaurants on private property, and the Board of Selectmen to permit temporary and seasonal outdoor restaurant seating on public property. Any approval from the Board of Selectmen would require a separate license or lease of the public land. Compliance, if applicable, with the Board's Alcohol Regulations would be required in either case. This article would amend the General By-Laws so as to accommodate the outdoor seating.

ARTICLE 4: ACCEPT M.G.L. CHAPTER 59, SECTION 5, CLAUSE 56

To see if the Town will vote to accept Massachusetts General Laws Chapter 59, Section 5, Clause 56 which would allow members of the Massachusetts National Guard or military reservists who are on active duty to obtain a reduction of all or part of their real and personal property taxes for any fiscal year they are serving in a foreign country, to be effective beginning in fiscal year 2012; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This is a local option statute that if accepted would allow Needham residents who are members of the Massachusetts National Guard or who are military reservists and are on active duty to obtain a reduction of all or part of their real and personal property taxes for any fiscal year that they are serving in

a foreign country. The Board of Assessors may already grant members of the National Guard and reservists who incur a financial hardship a full or partial exemption of their property taxes under Clause 18A. If this article is adopted, it would allow the Assessors to consider (at the Board's discretion) other extenuating circumstances, but only for those guard members and military reservists serving on active duty outside the United States. In order to be eligible for a reduction of real estate taxes under this option, a guard member or reservist must own the property as of July 1 of the fiscal year for which the relief is sought. The adoption of this article expires two years from the effective date, unless reauthorized by a vote of Town Meeting.

ARTICLE 5: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate \$178,700 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that \$178,700 be transferred from line 10 of Article 21 of the 2010 Annual Town Meeting, as amended under Article 13 of the November, 2010 Special Town Meeting; or take any other action relative thereto:

Department	Description	Recommended	Amendment
Public Works	Construction Equipment	\$39,700	
Public Works	Large Specialty Equipment	\$139,000	
	Total Appropriation	\$178,700	

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: In years when there is the potential availability of a balance remaining in the Reserve Fund, the Board of Selectmen and Finance Committee may recommend that Town Meeting amend the operating budget of the current fiscal year to fund cash capital requests that the Town would not otherwise be able to fund. The two capital items that were deferred for FY2012 include the following:

Construction Equipment This grouping consists of equipment primarily used in the heavy maintenance, construction, or reconstruction of the Town's infrastructure. Unless circumstances require otherwise, the equipment scheduled to be replaced in FY2012 includes:

Unit	Division	Year	Description	Cost
131	Highway	2000	Street Roller	\$39,700

Large Specialty Equipment Public Works specialty equipment consists of power-assisted equipment or other specialized tools used by the Department in the performance of its work. The Groundmaster mower is an ultra-precise cutting machine that is suited for high visibility sports fields. This piece of equipment will improve productivity, overall aesthetics, and quality of turf. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2012 include:

Unit	Division	Year	Description	Cost
336	Parks	2000	16 foot mower	\$59,000
New	Parks	n/a	Groundmaster Mower	\$80,000

ARTICLE 6: APPROPRIATE FOR ENGINEERING STUDY FOR ENERGY UPGRADES

To see if the Town will vote to raise and/or transfer and appropriate \$50,000 for an engineering study for

energy upgrades, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$40,000 be transferred from Article 37 of the 2004 Annual Town Meeting and \$10,000 be transferred from line 10 of Article 21 of the 2010 Annual Town Meeting, as amended under Article 13 of the November, 2010 Special Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Board of Selectmen appointed a Green Communities Study Committee to make recommendations about the Town's participation in the Commonwealth's "Green Communities Program." One of the criteria for participation in the program is that each community develop a plan to reduce energy consumption by 20% from a defined baseline. Although the Committee has not recommended, and the Board of Selectmen has not discussed whether or not to seek official designation as a "Green Community" under the State program, the Study Committee recognizes that while Needham has demonstrated a serious commitment to energy reduction initiatives, the Town must continue to expand those efforts. The Committee has recommended that the Town contract for an energy upgrade audit to build on the initiatives that have already been implemented. The consultant will perform an audit on the highest energy-use facilities, and will make recommendations that will serve as the basis of the Town's capital planning in the area of energy reduction.

ARTICLE 7: APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS

To see if the Town will vote to raise and/or transfer and appropriate \$248.00 for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows, and that \$248 be transferred from Overlay Surplus; or take any other action relative thereto.

Department	Vendor	Description	Fiscal Year	Amount
Human Resources	Health Resources	Testing	FY2009	\$ 53
Human Resources	Health Resources	Testing	FY2009	\$ 106
Human Resources	Health Resources	Testing	FY2009	<u>\$ 89</u>
			Total	\$ 248

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: State law requires Town Meeting action in order for the Town to make payment for bills received after the close of the fiscal year or bills in excess of appropriation.

ARTICLE 8: RESTORATION OF CHARLES RIVER TREATMENT FACILITY WELL

To see if the Town will vote to raise and/or transfer and appropriate \$600,000 for design, engineering, restoration and improvements at the Town's Charles River Water Treatment Facility Well, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Water Enterprise Fund Retained Earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Charles River Water Treatment Facility draws upon three wells to provide the Town with its drinking water. In general, during winter months, the Town's water needs are met by the Charles River Water Treatment Facility. During summer months, the Town's water supply is supplemented with MWRA water pumped through the St. Mary's Pumping Station.

Well #1 was built in 1936 and is approximately 100 feet deep. A filtering screen lines the well removing particles from the water as the water is pumped to the Water Treatment Facility. Over time, the screen becomes coated with mineral deposits and particles. As part of the ordinary maintenance of the wells, the screens are cleaned on a three-year rotating basis, with one well cleaned every year. During the cleaning this year, the screen in well #1 collapsed resulting in the accumulation of 55 feet of deposits in the well, rendering it unusable. Well #1 is the Town's top producing well. The Town has been supplementing its water production with MWRA supplied water since well #1 collapsed.

The Public Works Department retained engineering services to evaluate the options for restoring well #1's pumping capacity. Three options were investigated: repair of the existing well, repair of the existing well and drilling of a satellite well to supplement the existing well, and abandonment of well #1 and drilling of a new well. The selected option was to drill a replacement well. A Request for Proposals (RFP) has been advertised to secure the services of a consulting engineer to undertake the testing, design, permitting and related engineering services related to the replacement of the well.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 5th day of April 2011.

John A. Bulian, Chairman
Denise C. Garlick, Vice Chairman
Gerald A. Wasserman, Clerk
Maurice P. Handel
Daniel P. Matthews

Selectmen of Needham

A TRUE COPY

Attest:

Constable:

**Town Clerk's Office
Needham, MA 02492**

**First Class Mail
U.S. Postage Paid
Needham, MA
Permit No. 58224**

ATTN: SPECIAL TOWN MEETING WARRANT



**FISCAL YEAR 2011
(July 1, 2010 – June 30, 2011)**

**TOWN CLERK'S RECORDS
OF THE**

**STATE PRIMARY
Tuesday, September 14, 2010**

**STATE ELECTION
Tuesday, November 2, 2010**

**SPECIAL TOWN MEETING
Monday, November 8, 2010**

**SPECIAL TOWN MEETING
Monday, March 14, 2011**

**ANNUAL TOWN ELECTION
Tuesday, April 12, 2011**

**ANNUAL TOWN MEETING
Monday, May 2, 2011**

**SPECIAL TOWN MEETING
Monday, May 9, 2011**



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The ballot box returns in the Precincts were as follows:

RECORD OF THE STATE PRIMARY**Tuesday, September 14, 2010**

Pursuant to a Warrant issued by the Selectmen August 10, 2010 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the fourteenth day of September in the year 2010 at seven o'clock in the forenoon for the purpose of nominating State and Country officers. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
 Precinct B - Hillside School - Gymnasium
 Precinct C - Newman School - Gymnasium
 Precinct D - Newman School - Gymnasium
 Precinct E - Pollard Middle School - Inner Room
 Precinct F - Stephen Palmer Community Room
 Precinct G - Broadmeadow School Performance Center
 Precinct H - Broadmeadow School Performance Center
 Precinct I - William Mitchell School - Gymnasium
 Precinct J - William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

The total number of votes cast was as follows:

	Democrat	Republican	Libertarian	Total
Precinct A	396	114	0	510
Precinct B	477	193	0	670
Precinct C	448	169	0	617
Precinct D	460	138	0	598
Precinct E	569	171	0	740
Precinct F	576	154	2	732
Precinct G	592	156	0	748
Precinct H	585	204	1	790
Precinct I	657	171	0	831
Precinct J	510	144	0	654
TOTAL	5,270	1,617	3	6,890

(Absentee and Hand Counted Ballots are included in the Total Vote)

TOTAL VOTE CAST 6,890

(33.75% of Registered Voters)

7:00 A.M.	1	0	0	0	0
8:00 A.M.	35	52	48	54	49
9:00 A.M.	80	94	109	120	98
10:00 A.M.	130	152	151	160	166
11:00 A.M.	160	225	196	203	214
12:00 NOON	213	264	251	236	257
1:00 P.M.	241	299	278	267	285
2:00 P.M.	260	350	313	304	322
3:00 P.M.	294	400	357	342	352
4:00 P.M.	325	435	390	380	397
5:00 P.M.	421	482	435	418	458
6:00 P.M.	445	538	483	473	541
7:00 P.M.	465	613	544	528	662
8:00 P.M.	510	670	617	598	739

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	0	0	0
8:00 A.M.	55	46	86	66	37
9:00 A.M.	144	145	175	155	117
10:00 A.M.	204	182	227	209	180
11:00 A.M.	249	222	275	259	224
12:00 NOON	292	273	320	300	260
1:00 P.M.	334	305	370	327	296
2:00 P.M.	383	347	408	388	319
3:00 P.M.	415	383	443	435	347
4:00 P.M.	477	434	486	485	381
5:00 P.M.	524	473	549	544	450
6:00 P.M.	601	544	626	620	496
7:00 P.M.	677	641	717	723	574
8:00 P.M.	732	748	790	831	654

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10:15 P. M., September 14, 2010.

The results of the balloting were as follows:

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>DEMOCRATIC PARTY</u>											
Total # of Votes Cast	396	477	448	460	569	576	592	585	657	510	5,270
<u>GOVERNOR (Vote for One)</u>											
Deval L. Patrick	293	378	331	355	416	430	443	419	530	386	3,981
Write-In: Timothy P. Cahill	2	0	0	2	5	3	0	5	0	0	17
Scattered Write-Ins	3	7	5	7	7	9	8	2	8	10	66
Blanks	98	92	112	96	141	134	141	159	119	114	1,206
<u>LIEUTENANT GOVERNOR (Vote for One)</u>											
Timothy P. Murray	296	360	306	332	400	412	418	399	485	364	3,772
Scattered Write-Ins	1	4	4	0	5	2	3	2	1	4	26
Blanks	99	113	138	128	164	162	171	184	171	142	1,472
<u>ATTORNEY GENERAL (Vote for One)</u>											
Martha Coakley	310	383	336	351	429	443	439	413	514	377	3,995
Write-In: Guy A. Carbone	0	0	14	0	1	0	0	0	0	0	15
Write-In: James McKenna	0	0	9	0	0	0	0	0	0	0	9
Scattered Write-Ins	2	3	1	5	4	5	3	5	1	5	34
Blanks	84	91	88	104	135	128	150	167	142	128	1,217
<u>SECRETARY OF STATE (Vote for One)</u>											
William Francis Galvin	295	358	323	317	395	410	424	416	466	363	3,767
Scattered Write-Ins	1	3	1	0	0	1	0	1	0	0	7
Blanks	100	116	124	143	174	165	168	168	191	147	1,496
<u>TREASURER (Vote for One)</u>											
Steven Grossman	270	338	311	306	364	390	349	364	439	335	3,466
Stephen J. Murphy	65	70	72	70	101	94	120	118	87	84	881
Scattered Write-Ins	0	1	0	1	0	2	0	0	1	1	6
Blanks	61	68	65	83	104	90	123	103	130	90	917
<u>AUDITOR (Vote for One)</u>											
Suzanne M. Bump	158	232	162	186	242	257	273	241	304	226	2,281
Guy William Glodis	69	87	85	67	97	111	95	110	97	84	902
Mike Lake	62	55	81	78	68	78	82	75	87	74	740
Scattered Write-Ins	0	1	0	1	0	2	0	0	1	0	5
Blanks	107	102	120	128	162	128	142	159	168	126	1,342

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>DEMOCRATIC PARTY</u>											
Total # of Votes Cast	396	477	448	460	569	576	592	585	657	510	5,270

REPRESENTATIVE IN CONGRESS (Ninth District) (Vote for One)

Stephen F. Lynch	166	159	179	153	185	207	195	241	190	164	1,839
Macdonald K. D'Alessandra	202	271	233	272	348	331	358	303	424	313	3,055
Scattered Write-Ins	0	1	1	1	0	1	0	1	2	0	7
Blanks	28	46	35	34	36	37	39	40	41	33	369

COUNCILLOR (Second District) (Vote for One)

Kelly A. Timilty	183	222	196	184	258	265	260	277	286	239	2,370
Robert L. Jubinville	87	93	90	105	113	119	128	130	149	102	1,116
Scattered Write-Ins	0	1	0	1	0	2	0	1	0	0	5
Blanks	126	161	162	170	198	190	204	177	222	169	1,779

SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District) (Vote for One)

No Nomination											
Scattered Write-Ins	40	72	40	47	47	59	39	50	59	43	496
Blanks	356	405	408	413	522	517	553	535	598	467	4,774

REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District) (Vote for One)

Denise C. Garlick	141	212	167	211	283	269	309	227	252	240	2,311
Gary B. McNeill	36	41	54	53	68	47	48	84	62	40	533
Gerald A. Wasserman	210	216	221	191	211	252	230	257	326	223	2,337
Scattered Write-Ins	1	0	0	0	0	0	0	2	2	0	5
Blanks	8	8	6	5	7	8	5	15	15	7	84

DISTRICT ATTORNEY (Norfolk District) (Vote for One)

Michael Chinman	70	83	82	63	99	101	86	77	99	93	853
Joseph R. Driscoll, Jr.	142	173	126	142	177	180	202	180	213	165	1,700
Michael W. Morrissey	66	86	109	97	108	127	132	156	132	91	1,104
Scattered Write-Ins	2	3	0	2	1	5	0	1	0	0	14
Blanks	116	132	131	156	184	163	172	171	213	161	1,599

SHERIFF (Norfolk County) (Vote for One)

Michael G. Bellotti	245	299	270	247	326	352	340	342	382	295	3,098
Scattered Write-Ins	0	3	0	0	0	1	1	2	2	1	10
Blanks	151	175	178	213	243	223	251	241	273	214	2,162

COUNTY COMMISSIONER (Norfolk County) (Vote for not more than Two)

Peter H. Collins	234	281	250	234	299	330	320	313	363	287	2,911
Scattered Write-Ins	0	3	1	0	0	2	3	1	1	0	11
Blanks	162	193	197	226	270	244	269	271	293	223	2,348

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>LIBERTARIAN PARTY</u>											
Total # of Votes Cast	0	0	0	0	0	2	0	1	0	0	3
<u>GOVERNOR (Vote for One)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	2	0	0	0	0	2
Blanks	0	0	0	0	0	0	0	1	0	0	1
<u>LIEUTENANT GOVERNOR (Vote for One)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	2	0	0	0	0	2
Blanks	0	0	0	0	0	0	0	1	0	0	1
<u>ATTORNEY GENERAL (Vote for One)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Guy A. Carbone	0	0	0	0	0	2	0	0	0	0	2
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	0	0	1	0	0	1
<u>SECRETARY OF STATE (Vote for One)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	2	0	0	0	0	2
Blanks	0	0	0	0	0	0	0	1	0	0	1
<u>TREASURER (Vote for One)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	2	0	0	0	0	2
Blanks	0	0	0	0	0	0	0	1	0	0	1
<u>AUDITOR (Vote for One)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	2	0	0	0	0	2
Blanks	0	0	0	0	0	0	0	1	0	0	1
<u>REPRESENTATIVE IN CONGRESS (Ninth District) (Vote for One)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	1	0	0	0	0	1
Blanks	0	0	0	0	0	1	0	1	0	0	2
<u>COUNCILLOR (Second District) (Vote for One)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	2	0	0	0	0	2
Blanks	0	0	0	0	0	0	0	1	0	0	1

	A	B	C	D	E	F	G	H	I	J	<u>TOTAL</u>
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LIBERTARIAN PARTY

Total # of Votes Cast	0	0	0	0	0	2	0	1	0	0	3
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SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District) (Vote for One)

No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	2	0	0	0	0	2
Blanks	0	0	0	0	0	0	0	1	0	0	1

REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District) (Vote for One)

No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	1	0	0	0	0	1
Blanks	0	0	0	0	0	1	0	1	0	0	2

DISTRICT ATTORNEY (Norfolk District) (Vote for One)

No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	2	0	1	0	0	3

SHERIFF (Norfolk County) (Vote for One)

No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	2	0	0	0	0	2
Blanks	0	0	0	0	0	0	0	1	0	0	1

COUNTY COMMISSIONERS (Norfolk County) (Vote for Not More than Two)

No Nomination	0	0	0	0	0	0	0	0	0	0	0
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	2	0	1	0	0	3

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>REPUBLICAN PARTY</u>											
Total # of Votes Cast	114	193	169	138	171	154	156	204	174	144	1,617
<u>GOVERNOR (Vote for One)</u>											
Charles D. Baker	101	181	148	122	156	144	144	182	158	130	1,466
Scattered Write-Ins	3	1	5	1	1	3	1	1	5	3	24
Blanks	10	11	16	15	14	7	11	21	11	11	127
<u>LIEUTENANT GOVERNOR (Vote for One)</u>											
Richard R. Tisei	91	165	132	111	142	122	122	154	138	119	1,296
Scattered Write-Ins	3	2	3	0	1	2	1	1	4	2	19
Blanks	20	26	34	27	28	30	33	49	32	23	302
<u>ATTORNEY GENERAL (Vote for One)</u>											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Guy A. Carbone	12	11	14	17	6	3	10	14	13	16	116
James McKenna	11	12	9	10	14	15	16	20	12	19	138
Scattered Write-Ins	13	13	7	2	24	18	5	4	6	13	105
Blanks	78	157	139	109	127	118	125	166	143	96	1,258
<u>SECRETARY OF STATE (Vote for One)</u>											
William C. Campbell	83	145	121	91	121	112	101	142	123	103	1,142
Scattered Write-Ins	0	2	0	0	0	0	0	1	0	1	4
Blanks	31	46	48	47	50	42	55	61	51	40	471
<u>TREASURER (Vote for One)</u>											
Karyn E. Polito	83	150	119	97	122	119	106	150	125	105	1,176
Scattered Write-Ins	0	1	0	0	1	0	0	0	1	1	4
Blanks	31	42	50	41	48	35	50	54	48	38	437
<u>AUDITOR (Vote for One)</u>											
Mary Z. Connaughton	81	155	136	109	135	116	121	165	139	115	1,272
Kammal Jain	5	7	10	9	9	10	10	4	7	6	77
Scattered Write-Ins	0	1	0	0	1	0	0	1	0	1	4
Blanks	28	30	23	20	26	28	25	34	28	22	264
<u>REPRESENTATIVE IN CONGRESS (Ninth District) (Vote for One)</u>											
Vernon M. Harrison	41	83	59	49	50	62	39	53	50	41	527
Keith P. Lepor	47	69	73	49	68	56	82	94	83	60	681
Scattered Write-Ins	1	1	0	0	6	1	1	0	0	2	12
Blanks	25	40	37	40	47	35	57	57	41	41	397
<u>COUNCILLOR (Second District) (Vote for One)</u>											
Steven M. Glovsky	75	135	110	90	98	105	94	118	105	96	1,026
Scattered Write-Ins	0	0	0	0	1	0	0	0	0	1	2
Blanks	39	58	59	48	72	49	62	86	69	47	589

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>REPUBLICAN PARTY</u>											

Total # of Votes Cast	114	193	169	138	171	154	156	204	174	144	1,617
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SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District) (Vote for One)

Richard J. Ross	86	153	127	106	124	121	114	153	136	108	1,228
Scattered Write-Ins	0	0	0	0	1	1	0	1	0	2	5
Blanks	28	40	42	32	46	32	42	50	38	34	384

REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District) (Vote for One)

Joshua W. Levy	31	51	42	44	29	35	29	28	30	26	345
John P. O'Leary	72	134	117	87	133	112	120	168	138	108	1,189
Scattered Write-Ins	1	0	0	0	3	0	0	0	0	2	6
Blanks	10	8	10	7	6	7	7	8	6	8	77

DISTRICT ATTORNEY (Norfolk District) (Vote for One)

No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	4	15	9	9	7	11	5	12	6	13	91
Blanks	110	178	160	129	164	143	151	192	168	131	1,526

SHERIFF (Norfolk County) (Vote for One)

William J. Farretta	76	124	113	86	100	98	95	126	111	97	1,026
Scattered Write-Ins	1	0	0	0	0	0	0	2	0	1	4
Blanks	37	69	56	52	71	56	61	76	63	46	587

COUNTY COMMISSIONERS (Norfolk County) (Vote for Not More than Two)

No Nomination	0	0	0	0	0	0	0	0	0	0	0
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	2	11	6	4	5	6	4	11	8	13	70
Blanks	112	182	163	134	166	148	152	193	166	131	1,547

The ballots casts in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:15 P.M., September 14, 2010.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

RECORD OF THE STATE ELECTION**Tuesday, November 2, 2010**

The ballot box returns in the Precincts were as follows:

Pursuant to a Warrant issued by the Selectmen October 12, 2010 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the second day of November in the year 2010 at seven o'clock in the forenoon for the purpose of nominating State and County Officers. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
 Precinct B - Hillside School - Gymnasium
 Precinct C - Newman School - Gymnasium
 Precinct E - Pollard Middle School - Inner Room
 Precinct F - Stephen Palmer Community Room
 Precinct G - Broadmeadow School Performance Center
 Precinct H - Broadmeadow School Performance Center
 Precinct I - William Mitchell School - Gymnasium
 Precinct J - William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

<u>PRECINCTS</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
7:00 A.M.	3	-	-	-	-
8:00 A.M.	110	132	127	129	144
9:00 A.M.	232	233	210	211	249
10:00 A.M.	328	346	332	326	358
11:00 A.M.	435	458	452	439	506
12:00 NOON	554	620	603	571	652
1:00 P.M.	-	695	668	688	743
2:00 P.M.	-	773	765	761	812
3:00 P.M.	766	822	829	830	864
4:00 P.M.	857	902	887	895	952
5:00 P.M.	930	1017	991	992	1023
6:00 P.M.	-	1114	1080	1095	1202
7:00 P.M.	1128	1230	1226	1240	1346
8:00 P.M.	1250	1331	1328	1335	1489

<u>PRECINCTS</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>
7:00 A.M.	-	-	-	-	-
8:00 A.M.	147	188	149	157	106
9:00 A.M.	261	334	259	280	244
10:00 A.M.	369	434	361	425	363
11:00 A.M.	478	558	564	590	492
12:00 NOON	601	665	700	710	585
1:00 P.M.	754	718	798	782	643
2:00 P.M.	869	800	899	860	720
3:00 P.M.	903	847	973	930	780
4:00 P.M.	1005	922	1050	1034	841
5:00 P.M.	1112	1009	1158	1145	940
6:00 P.M.	1245	1142	1313	1306	1072
7:00 P.M.	1406	1316	1440	1467	1211
8:00 P.M.	1506	1450	1608	1607	1324

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:40 P.M., November 2 2010.

The total number of votes cast was as follows:

	<u>Total</u>
Precinct A	1251
Precinct B	1332
Precinct C	1330
Precinct D	1337
Precinct E	1491
Precinct F	1513
Precinct G	1452
Precinct H	1609
Precinct I	1613
Precinct J	1326
Total	14,254

(The absentee ballots, hand counted ballots, and 4 provisional ballots are included in the Total Vote)
 (There were no absentee ballots returned from overseas, postmarked by day of Election to be counted on the 10th day following the Election)

TOTAL VOTE CAST – 14,254
 (Includes)
 (72.95% of Registered Voters)

The result of the balloting was as follows:

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
Total # of Votes Cast	1251	1332	1330	1337	1491	1513	1452	1609	1613	1326	14,254

GOVERNOR AND LIEUTENANT GOVERNOR (Vote for One)

Patrick and Murray	642	676	649	688	752	826	772	808	917	701	7,431
Baker and Tisei	549	593	920	589	665	595	610	711	628	563	6,123
Cahill and Loscocco	43	46	42	43	56	67	48	68	42	48	503
Stein and Purcell	7	6	13	11	9	12	7	8	9	7	89
Scattered Write-Ins	0	0	1	0	0	0	0	2	2	1	6
Blanks	10	11	5	6	9	13	15	12	15	6	102

ATTORNEY GENERAL (Vote for One)

Martha Coakley	814	819	884	869	955	1035	958	1061	1117	879	9,391
James P. McKenna	404	479	421	441	507	443	466	513	452	419	4,545
Scattered Write-Ins	2	1	0	0	0	2	0	2	0	3	10
Blanks	31	33	25	27	29	33	28	33	44	25	308

SECRETARY OF STATE (Vote for One)

William Francis Galvin	830	818	856	857	964	1010	961	1069	1108	863	9,336
William C. Campbell	350	414	390	378	431	403	398	440	383	363	3,950
James D. Henderson	15	22	18	26	22	22	21	30	24	18	218
Scattered Write-Ins	1	2	0	1	0	1	1	2	0	2	10
Blanks	55	76	66	75	74	77	71	68	98	80	740

TREASURER (Vote for One) (Vote for One)

Steven Grossman	759	754	791	813	852	971	844	947	989	791	8,511
Karyn E. Polito	437	520	488	473	561	476	540	579	533	459	5,066
Scattered Write-Ins	0	0	0	1	2	0	1	1	2	3	10
Blanks	55	58	51	50	76	66	67	82	89	73	667

1,974

AUDITOR (Vote for One)

Suzanne M. Bump	548	531	517	520	556	659	561	664	708	565	5,829
Mary Z. Connaughton	550	635	624	633	743	643	687	748	693	590	6,546
Nathaniel Alexander Fortune	37	38	48	64	49	58	53	49	45	35	476
Scattered Write-Ins	0	0	0	0	1	1	2	5	0	1	10
Blanks	116	128	141	120	142	152	149	143	167	135	1,393

REPRESENTATIVE IN CONGRESS (Ninth District) (Vote for One)

Stephen F. Lynch	740	733	740	775	859	896	854	965	1003	796	8,361
Vernon M. Harrison	354	432	413	392	414	392	391	440	394	364	3,986
Philip Dunkelbarger	69	76	85	77	118	102	106	105	103	86	927
Scattered Write-Ins	3	3	0	1	2	2	5	3	2	6	27
Blanks	85	88	92	92	98	121	96	96	111	74	953

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
Total # of Votes Cast	1251	1332	1330	1337	1491	1513	1452	1609	1613	1326	14,254

COUNCILLOR (Second District) (Vote for One)

Kelly A. Timilty	646	640	665	696	743	810	758	854	877	679	7,368
Steven M. Glosky	408	481	447	434	511	453	447	492	464	415	4,552
Richard Mitchell	47	48	56	42	60	52	49	58	47	55	514
Scattered Write-Ins	0	0	0	1	1	2	2	1	1	2	10
Blanks	150	163	162	164	176	196	196	204	224	175	1,810

SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District) (Vote for One)

Richard J. Ross	764	818	811	789	867	847	820	947	914	781	8,358
Scattered Write-Ins	14	17	21	24	20	15	22	22	24	27	206
Blanks	473	497	498	524	604	651	610	640	675	518	5,690

REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District) (Vote for One)

Denise C. Garlick	747	754	733	790	823	925	840	909	960	808	8,289
John P. O'Leary	456	512	540	496	614	530	570	645	609	467	5,439
Scattered Write-Ins	0	2	1	1	1	1	3	2	1	1	13
Blanks	48	64	56	50	53	57	39	53	43	50	513

DISTRICT ATTORNEY (Norfolk District) (Vote for One)

Michael W. Morrissey	561	541	535	567	599	681	605	689	653	508	5,939
John F. Coffey	551	637	629	627	739	672	715	758	794	672	6,794
Scattered Write-Ins	3	2	1	1	2	1	1	1	3	2	17
Blanks	136	152	165	142	151	159	131	161	163	144	1,504

SHERIFF (Norfolk County) (Vote for One)

Michael G. Bellotti	738	713	722	753	827	908	804	910	954	750	8,079
William J. Farretta	378	463	442	419	483	423	446	501	439	411	4,405
Scattered Write-Ins	0	0	1	0	2	1	2	2	1	3	12
Blanks	135	156	165	165	179	181	200	196	219	162	1,758

COUNTY COMMISSIONER (Norfolk County) (Vote for One)

Peter H. Collins	789	770	794	800	870	914	840	975	988	772	8,512
Scattered Write-Ins	12	12	15	16	10	15	12	9	12	10	123
Blanks	450	550	521	521	611	584	600	625	613	544	5,619

BALLOT QUESTION #1 (Sales Tax on Alcoholic Beverages)

Yes	509	505	516	500	594	532	547	625	585	477	5,390
No	639	712	737	755	808	886	815	890	929	772	7,943
Blanks	103	115	77	82	89	95	90	94	99	77	921

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
Total # of Votes Cast	1251	1332	1330	1337	1491	1513	1452	1609	1613	1326	14,254

BALLOT QUESTION #2
(Comprehensive Permits for Low- or Moderate- Income Housing)

Yes	411	416	448	433	494	496	482	555	497	471	4,703
No	738	802	791	815	895	900	882	962	977	789	8,551
Blanks	102	114	91	89	102	117	88	92	139	66	1,000

BALLOT QUESTION #3 (Sales and Use Tax Rates)

Yes	426	484	472	468	513	476	464	544	488	440	4,775
No	768	784	820	839	938	994	967	1,029	1,074	862	9,075
Blanks	57	64	38	30	40	43	21	36	51	24	404

BALLOT QUESTION #4
(Non-Binding Question Re: Regulation, Cultivation & Sale of Marijuana to Adults)

Yes	577	590	647	677	727	760	703	743	726	646	6,796
No	514	555	551	536	612	560	636	701	698	553	5,916
Blanks	160	187	132	124	152	193	113	165	189	127	1,542

The ballots casts in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 9:50 P.M. November 2, 2010.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

RECORD OF SPECIAL TOWN MEETING**Monday, November 8, 2010**

Pursuant to a Warrant issued by the Selectmen September 28, 2010 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Monday, November 8, 2010, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 232 voters, including 208 Town Meeting Members, were checked on the list as being present.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator introduced the First Grade Class at the Hillside School who led Town Meeting members in the Pledge of Allegiance. Town Meeting members then joined the class in singing "America The Beautiful" and A Grand Old Flag" led by their teacher and Town Meeting Member from Precinct H, Marjorie M. Margolis, and accompanied by Mr. Doug Robinson on the piano.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator stated that Town Meeting Members may only sit in the first eleven rows as indicated by the Marshalls and as signified by the pylons. He further noted that there are two microphones which must be used for comments from the floor. Tonight these microphones are being provided to you by McKenzie Wade and Ned Cooley.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities or in the judgment of the Moderator, exceeds the bonds of civility. Let us remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.
2. Please rise to be recognized and address the Moderator as Chair. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise, shout "Mr. Moderator" or raise your hand high to inform the Chair so that appropriate accommodation may be made.
3. All commentary, remarks and inquiries must be addressed to the Moderator as Chair.
4. Anyone entering or exiting the Hall while we are in session must use care not to disrupt the session, in particular, must not allow the doors to slam.
5. No eating, drinking or smoking is permitted in the hall.

6. No firearms or weapons are permitted in the hall.
7. No hats may be worn except by uniform personnel or for medical reasons.
8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.
9. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.
10. Short motions to amend and procedural motions need not be in writing.
11. Parliamentary motions known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.
12. Limits on debate shall be enforced by the Moderator.
13. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.
14. As stated in the Moderator's memorandum to Town Meeting Members in connection with our Annual Town Meeting, inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.
15. Rules concerning budget articles. In keeping with our tradition, I seek your unanimous consent for a rule of procedure and debate for discussion under the budget articles that will be before this Special Town Meeting, specifically Articles 13 and 14. That rule would provide that a motion to amend under these articles which adds funds to a particular line item will not be in order unless the movant identifies another line item or items that will be reduced in order to fund the proposed increase.
16. Chapter 39: Section 17. Powers of moderator, preservation of order

Section 17. No person shall address a town meeting without leave of the moderator, and all persons shall, at the request of the moderator, be silent. If a person, after warning from the moderator, persists in disorderly behavior, the moderator may order him to withdraw from the meeting, and, if he does not withdraw, may order a constable or any other person to remove him and confine him in some convenient place until the meeting is adjourned.
17. Unanimous consent was given to adopt the following limits of debate:

15 Minutes in total - Committee Chairpersons, Proponents, Attorneys representing proponents; subject to extension by the Moderator.

5 Minutes in total - Town Meeting Members, non-Town Meeting Members, visitors other than attorneys.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator announced that the proponents no longer have an interest in Articles 18 and requested unanimous consent to withdraw this article. Town Meeting Members indicated that there were no objections to the withdrawal of this article and it was voted unanimously to withdraw Article 18.

The Moderator announced that Articles 9, 11, and 14 are subject to motions to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 1. No Town Meeting Members responded with "question" or "debate" to Articles 1, 5, 12, 15, 16, and 17. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 1: HOME RULE PETITION – TAKING FOR BRIDGE REPAIR

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO AUTHORIZING THE TOWN OF NEEDHAM TO TAKE BY EMINENT DOMAIN EASEMENTS IN LAND OWNED BY THE COMMONWEALTH OF MASSACHUSETTS ADJACENT TO SOUTH STREET AND THE CHARLES RIVER FOR THE PURPOSE OF INSTALLING UTILITIES AND TO CHANGE THE USE OF THE LAND FROM OPEN SPACE TO UTILITY USE UNDER ARTICLE OF AMENDMENT XLIX.

Section 1. The Town of Needham, acting by its Board of Selectmen, may take easements in land owned by the Department of Conservation and Recreation located adjacent to South Street and the Charles River in Needham for the purposes of accommodating Mass Highway Department's reconstruction of the bridge over the Charles River that connects South Street in the Town of Needham to Willow Street in the Town of Dover and

for installing utilities to accommodate the reconstruction of the bridge.

Section 2. There shall be no damages paid to the Department of Conservation and Recreation for such takings.

Section 3. Under the provisions of Article of Amendment XLIX of the Constitution of the Commonwealth of Massachusetts, the Town of Needham is authorized to change the use of the land in which it takes easements from the Department of Recreation and Conservation adjacent to South Street and the Charles River in the Town of Needham from open space to highway purposes and utility purposes and may grant easements to utility companies and cable companies to install equipment necessary for them to provide their services.

Section 4. This act shall take effect upon its passage.

Or take any other action relative thereto.

Article Information: The Massachusetts Department of Transportation Highway Division is in the process of replacing the South Street/Willow Street Bridge over the Charles River between Needham and Dover. In order for the work to proceed, the Town is required to obtain a drain and utility easement within the state Department of Conservation and Recreation property adjacent to the bridge in order to allow MassDOT to relocate a storm drain pipe and utility pole. The legal process requires that the Town seek permission from the State Legislature under Article 97 of the Amendments to the State Constitution to take the easement, and to reassign the use of the property within the easement for a different public purpose than what was originally intended. This home rule petition was approved by the November 2, 2009 Special Town Meeting but was not approved by the Legislature during the last legislative session and must be re-filed.

MOVED: That the Town vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO AUTHORIZING THE TOWN OF NEEDHAM TO TAKE BY EMINENT DOMAIN EASEMENTS IN LAND OWNED BY THE COMMONWEALTH OF MASSACHUSETTS ADJACENT TO SOUTH STREET AND THE CHARLES RIVER FOR THE PURPOSE OF INSTALLING UTILITIES AND TO CHANGE THE USE OF THE LAND FROM OPEN SPACE TO UTILITY USE UNDER ARTICLE OF AMENDMENT XLIX.

Section 1. The Town of Needham, acting by its Board of Selectmen, may take easements in land owned by the Department of Conservation and Recreation located adjacent to South Street and the Charles River in Needham for the purposes of accommodating Mass Highway Department's reconstruction of the bridge over the Charles River that connects South Street in the Town of Needham to Willow Street in the Town of Dover and for installing utilities to accommodate the reconstruction of the bridge.

Section 2. There shall be no damages paid to the Department of Conservation and Recreation for such takings.

Section 3. Under the provisions of Article of Amendment XLIX of the Constitution of the Commonwealth of Massachusetts, the Town of Needham is authorized to change the use of the land in which it takes easements from the Department of Recreation and Conservation adjacent to South Street and the Charles River in the Town of Needham from open space to highway purposes and utility purposes and may grant easements to utility companies and cable companies to install equipment necessary for them to provide their services.

Section 4. This act shall take effect upon its passage.

ACTION : So adopted by unanimous consent.

ARTICLE 5: HOME RULE PETITION – DISPOSAL OF CONSERVATION LAND /GRANTING OF EASEMENT

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO AUTHORIZING THE TOWN OF NEEDHAM TO DISPOSE OF BY SALE 375 SQUARE FEET OF CONSERVATION LAND AND TO GRANT A PERMANENT GROUND BED EASEMENT TO SUPPORT NATURAL GAS TRANSMISSION UNDER ARTICLE OF AMENDMENT XLIX.

Section 1. The Town of Needham is authorized to sell 375 square feet, more or less, off of Mary Chilton Road, for the purposes of operating and maintaining a gas transmission line utility.

Section 2. The Town of Needham is authorized to change the use of 18,764 square feet, more or less, of land at Ridge Hill Reservation, 461 Charles River Street, Needham, Massachusetts, as described on a plan entitled "Ridge Hill Cathodic Protection System Permitting Plan prepared by Vanasse Hangen Brustlin, Inc.," from conservation to municipal use, for the purpose of installing and maintaining a cathodic protection system for a gas transmission line.

Section 3. The Town of Needham is authorized to grant and convey a cathodic protection easement of 19,564 square feet, more or less, within the land known as Ridge Hill Reservation, 461 Charles River Street, Needham, Massachusetts, as described on a plan entitled "Ridge Hill Cathodic Protection System Permitting Plan prepared by Vanasse Hangen Brustlin, Inc.," for the purpose of installing and maintaining a cathodic protection system for a gas transmission line.

Or take any other action relative thereto.

Article Information: In accordance with Article 97 (which amended Article 49) of the Amendments to the State Constitution, legislative approval is required for any change in the use of land

acquired for conservation purposes. This home rule petition seeks legislative approval for the sale of 375 square feet of land off Mary Chilton Road, the change in use of 18,764 square feet of Ridge Hill Reservation (the Legislature previously approved the change in use of 800 square feet of the proposed easement), and the granting of an easement of 19,564 square feet of land as proposed under Articles 3 and 4 of the November 8, 2010 Special Town Meeting Warrant.

MOVED: That the Town vote to authorize the Board of Selectmen to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that legislation be adopted precisely as follows. The General Court may make clerical or editorial changes of form only to the bill, unless the Town Manager approves amendments to the bill before enactment by the General Court. The Town Manager is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO AUTHORIZING THE TOWN OF NEEDHAM TO DISPOSE OF BY SALE 375 SQUARE FEET OF CONSERVATION LAND AND TO GRANT A PERMANENT GROUND BED EASEMENT TO SUPPORT NATURAL GAS TRANSMISSION UNDER ARTICLE OF AMENDMENT XLIX.

Section 1. The Town of Needham is authorized to sell 375 square feet, more or less, off of Mary Chilton Road, for the purposes of operating and maintaining a gas transmission line utility.

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Section 3. The Town of Needham is authorized to grant and convey a cathodic protection easement of 19,564 square feet, more or less, within the land known as Ridge Hill Reservation, 461 Charles River Street, Needham, Massachusetts, as described on a plan entitled "Ridge Hill Cathodic Protection System Permitting Plan prepared by Vanasse Hangen Brustlin, Inc.," for the purpose of installing and maintaining a cathodic protection system for a gas transmission line.

ACTION : So adopted by unanimous consent.

ARTICLE 12: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$715 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the Town Manager and raised from the tax levy, or take any other action relative thereto.

Article Information: The 2009 Annual Town Meeting voted to establish a Property Tax Assistance Program. The goal of the Board of Selectmen is to set a target annual appropriation for the fund equal to the amount of private contributions to the Town's statutory voluntary tax relief program during the preceding fiscal

TOWN OF NEEDHAM

year, up to a maximum appropriation of \$25,000 (2008 dollars). The voluntary fund received \$15,715 in fiscal year 2009. At the May 2010 Annual Town Meeting, the Board of Selectmen proposed and Town Meeting authorized an appropriation to the Property Tax Assistance program of \$15,000. Upon request of Town Meeting Members, the Board agreed to identify funding to bring the appropriation to the full amount of the FY2009 contributions to the voluntary fund – \$15,715.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$715 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the Town Manager and raised from the tax levy.

ACTION : So adopted by unanimous consent.

ARTICLE 15: AMEND COMMUNITY PRESERVATION FUND RESERVES

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2011 Community Preservation Fund Reserve appropriations adopted under Article 31 of the May 2010 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

	Changing From:	Changing To:
C. Community Preservation Fund Annual Reserve	\$376,600	\$449,739
D. Community Housing Reserve	\$201,300	\$213,320
E. Historic Resources Reserve	\$143,800	\$155,820

ARTICLE 16: RESCIND BOND AUTHORIZATION

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
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Hillside & Mitchell School Parking & Play Area Improvements	2008 ATM	38	\$160,000	\$3,600
Water System Rehabilitation Design (Webster)	11/2002 STM	25	\$105,000	\$11,000
RTS Construction Equipment	2007 ATM	43	\$230,000	\$14,300
High Rock and Pollard Schools	2007 ATM	41	\$20,475,000	\$2,425,000
Total				\$2,453,900

or take any other action relative thereto.

Article Information: When a project is financed by borrowing, the project has been completed, and all the bills have been paid, the balance of the authorization that was not borrowed can be rescinded. A Town Meeting vote to rescind the balance of a borrowing prevents any further borrowing for the project, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids.

MOVED: That the Town vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
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TOWN CLERK'S RECORDS – SPECIAL TOWN MEETING

F. Open Space Reserve	\$201,300	\$213,320
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And to meet these appropriations that \$109,199 be raised from FY2011 CPA receipts; or take any other action relative thereto.

Article Information: The Town received a larger than projected Community Preservation Fund match from the Commonwealth in the amount of \$109,199. This request would ensure the statutorily required allocations to Community Housing, Historic Resources, and Open Space, and the balance to the Community Preservation Fund Annual Reserve.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2011 Community Preservation Fund Reserve appropriations adopted under Article 31 of the May 2010 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

	Changing From:	Changing To:
C. Community Preservation Fund Annual Reserve	\$376,600	\$449,739
D. Community Housing Reserve	\$201,300	\$213,320
E. Historic Resources Reserve	\$143,800	\$155,820
F. Open Space Reserve	\$201,300	\$213,320

And to meet these appropriations that \$109,199 be raised from FY2011 CPA receipts.

ACTION : So adopted by unanimous consent.

Hillside & Mitchell School Parking & Play Area Improvements	2008 ATM	38	\$160,000	\$3,600
Water System Rehabilitation Design (Webster)	11/2002 STM	25	\$105,000	\$11,000
RTS Construction Equipment	2007 ATM	43	\$230,000	\$14,300
High Rock and Pollard Schools	2007 ATM	41	\$20,475,000	\$2,425,000
Total				\$2,453,900

ACTION : So adopted by unanimous consent.

ARTICLE 17: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate \$82,761 to the Capital Improvement Fund, as provided under M.G.L. Chapter 40, Section 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy; or take any other action relative thereto.

Article Information: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the General Fund Cash Capital Equipment and Facility Improvement Fund for the purpose of setting aside funds for future capital investment. The balance in the fund as of September 30, 2010 is \$731,481.

MOVED: That Town will vote to raise, and/or transfer and appropriate \$82,761 to the Capital Improvement Fund, as provided under M.G.L. Chapter 40, Section 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003, and as further amended by Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy.

ACTION : So adopted by unanimous consent.

At this time the Moderator proceeded with the remaining articles in the Warrant.

ARTICLE 2: TRANSFER OF PROPERTY – MBTA COMMUTER LOTS

To see if the Town will vote to authorize the Board of Selectmen to exchange title to approximately 58,340 sq. ft. of land known as the Upper Hersey Commuter Parking Lot, for approximately 71,438 sq. ft. of land presently owned by the Massachusetts Bay Transportation Authority, known as the Needham Heights Commuter Parking Lot, under such terms and conditions as such Board determines to be appropriate; or take any other action relative thereto.

Article Information: The Town's lease of commuter parking lots with the MBTA has expired, and the Town has been in discussions with the MBTA about the future arrangement for management of the commuter lots in Needham. As part of these discussions, the Town and the MBTA have developed a proposal for a land swap. Subject to the approval of Town Meeting and the Board of Directors of the MBTA, the proposal would include the following features. The Town would receive the fee simple interest in the

+/- 71,438 parcel located adjacent to Needham Heights Commuter rail station, which is currently owned by the MBTA and used as a 229 space commuter lot. The MBTA would retain an easement to allow operation and maintenance of 85 commuter parking spaces and pedestrian access to the commuter rail station. The land would be restricted to municipal use. The MBTA would receive fee simple interest in the +/- 58,340 square foot parcel commonly referred to as Upper Hersey. In the event that a parking structure is required for the Upper Hersey lot in the future, the MBTA agrees to participate in a community planning process. In the event that the MBTA decides to offer the Upper Hersey Lot for sale, the Town will have the first right of refusal to purchase the property at market value. The Senior Center Exploratory Committee prioritized the Needham Heights Commuter Lot as its highest recommended site for the construction of a senior center.

MOVED: That the Town vote to authorize the Board of Selectmen to exchange title to approximately 58,340 sq. ft. of land known as the Upper Hersey Commuter Parking Lot, for approximately 71,438 sq. ft. of land presently owned by the Massachusetts Bay Transportation Authority, known as the Needham Heights Commuter Parking Lot, under such terms and conditions as such Board determines to be appropriate.

Mr. John A. Bulian, Chairman, addressed this proposal on behalf of the Board of Selectmen. He explained that the lease of commuter parking lots with the MBTA has expired. This is a proposal for a land swap whereby the MBTA would swap the Upper Hersey Commuter Parking Lot presently owned by the Town of Needham for the Needham Heights Commuter Parking Lot presently owned by the MBTA. The Board of Selectmen voted unanimously to accept the land swap.

Mr. Richard A. Zimbone, member, recommended adoption of this proposal on behalf of the Finance Committee.

In response to an inquiry from Mr. Martin L. B. Walter, Mr. John A. Bulian explained that the Needham Heights Commuter Parking Lot is an underutilized property that would be desirable for the Town to own even if the Senior Center is not located on that property.

In response to an inquiry from Mrs. Jeanne S. McKnight, David S. Tobin, Town Counsel, advised that M.G.L. Chapter 40, s15A does not apply to this proposal since there is no exchange between one department and another.

Unanimous consent was given to allow Town Manager and non-resident Kate Fitzpatrick, to address Town Meeting. Ms. Fitzpatrick explained that 85 parking spaces will be reserved for the MBTA at a location to be determined. She further noted that the agreement with the MBTA states the the land will be maintained for Town use.

In response to an inquiry from Mr. Michael J. Crawford, Town Counsel David S. Tobin advised that appraisals are not required under M.G.L. Chapter 30, section 16.

In response to an inquiry from Mr. Donald B. Gratz, Kate Fitzpatrick advised that parking usage at the Heights Commuter Parking Lot is approximately 14% of the 221 spaces.

In response to an inquiry from Susan W. Abbott, Mr. Bulian stated that there is a deed restriction on the property. Ms. Fitzpatrick noted that the MBTA did not want the Town to dispose of the property for profit without discussion with the MBTA.

After a lengthy discussion, a motion to move the previous question was offered by Jane A. Howard. The motion was presented and carried by the required two-thirds vote as declared by the Moderator.

ACTION: The main motion which was presented and carried by majority voice vote as declared by the Moderator.

ARTICLE 3: CHANGE OF PROPERTY FOR MUNICIPAL USE

To see if the Town will vote to change the use of 18,764 square feet, more or less, of land at Ridge Hill Reservation as described on a plan entitled "Ridge Hill Cathodic Protection System Permitting Plan prepared by Vanasse Hangen Brustlin, Inc.," on file with the Town Clerk, from conservation to municipal use in accordance with M.G.L. Chapter 40, Section 15A, and further to authorize the Conservation Commission and Board of Selectmen to grant an easement of 19,564 square feet, more or less, of the land for the installation and maintenance of a cathodic ground bed for natural gas transmission purposes; or take any other action relative thereto.

Article Information: In September 2010, Algonquin Gas Transmission, LLC (Algonquin) installed a cathodic protection system to provide additional cathodic protection along a portion of the existing natural gas pipeline within Ridge Hill Reservation. The installation of the ground bed is necessary to meet U.S. Department of Transportation Regulations for the maintenance, safety, and reliability of the existing natural gas pipeline.

In accordance with the provisions of M.G.L. c. 40 Section 15A, Town Meeting approval is required to transfer the use of the property from conservation use to municipal use to allow for the installation of the cathodic protection ground bed. In addition to the transfer of use, a right-of-way easement of approximately 19,564 is required to support the ground bed installation. Of this amount, about 800 square feet is located within land under the jurisdiction of the Board of Selectmen (held for municipal purposes/senior center) and approximately 18,764 square feet is located within land under the jurisdiction of the Conservation Commission.

Approval of the State Legislature is also required to authorize the change in use and the granting of this easement. A Home Rule Petition seeking such approval is included under Article 5 of this warrant. As a condition of the granting of the easement, Algonquin Gas will make a contribution of \$20,000 to the Conservation Trust Fund which will support trail maintenance and the construction of new trails and trail bridges.

MOVED: That the Town vote to change the use of 18,764 square feet, more or less, of land at Ridge Hill Reservation as described on a plan entitled "Ridge Hill Cathodic Protection System Permitting Plan prepared by Vanasse Hangen Brustlin, Inc.," on file with the Town Clerk, from conservation to municipal use in accordance with M.G.L. Chapter 40, Section 15A, and further to authorize the Conservation Commission and Board of Selectmen to grant an easement of 19,564 square feet, more or less, of the land for the installation and maintenance of a cathodic ground bed for natural gas transmission purposes.

Mr. Maurice Handel, Selectmen moved to discuss Articles 3 and 4 together and vote on these articles separately. The motion was presented and was so voted unanimously.

Mr. Handel explained that it is the intent of the Board of Selectmen to sell a small portion of land at Ridge Hill Reservation to Algonquin Gas and to change the use of 18,764 square feet of land from conservation to municipal use and to grant an easement for installation and maintenance of a cathodic ground bed.

Mr. Handel further explained that Article 4 proposes to change the use of 375 square feet of land off Mary Chilton Road from conservation to municipal and to dispose of the land for gas transmission purposes. The Board of Selectmen unanimously recommends adoption of Articles 3 and 4.

Mr. John P. Connelly, member, advised that the Finance Committee also unanimously recommends adoption of Articles 3 and 4.

In response to an inquiry from Mr. Paul A. Siegenthaler, Town Manager Kate Fitzpatrick concurred that the State does require the town to replace an equal amount of land for conservation purposes if any land is taken away from the Conservation Commission. Kate advised that the town transferred land at the 2010 Annual Town Meeting and also purchased land at the end of Carol Road and Brewster Drive that could be designated as Conservation land.

In response to an inquiry from Susan W. Abbott, Dr. Lisa A. Standley advised that Algonquin Gas owns a large portion of land which they have kept well maintained.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 4: CONVEYANCE OF PROPERTY FOR MUNICIPAL USE

To see if the Town will vote to change the use of 375 square feet, more or less, of land off Mary Chilton Road, as described on a plan entitled "Norfolk County, Massachusetts, Town of Needham, Tract N-215A," on file with the Town Clerk, from conservation to municipal use in accordance with M.G.L. Chapter 40, Section 15A, and further to authorize the Conservation Commission and Board of Selectmen to dispose of the land for gas transmission purposes; or take any other action relative thereto.

Article Information: In February 2006, Algonquin Gas Transmission, LLC (Algonquin) discovered that 375 square feet of its existing data building associated with the natural gas pipeline main line regulator facility off Mary Chilton Road was built on a portion of Ridge Hill Reservation. Ridge Hill Reservation was acquired by the Town for conservation purposes and is held under the jurisdiction of the Conservation Commission.

In accordance with the provisions of M.G.L. c. 40 Section 15A, Town Meeting approval is required to transfer the use of the property from conservation use to municipal use to allow for the sale of the property to Algonquin Gas. It is not practical to relocate the Algonquin building.

Approval of the State Legislature is also required to authorize the Conservation Commission and the Board of Selectmen to dispose of this property. A Home Rule Petition seeking such approval is included under Article 5 of this warrant. As a condition of this sale, Algonquin Gas will provide the Town with a \$50,000 contribution to the Conservation Trust Fund which will support trail maintenance and the construction of new trails and trail bridges.

MOVED: That the Town vote to change the use of 375 square feet, more or less, of land off Mary Chilton Road, as described on a plan entitled "Norfolk County, Massachusetts, Town of Needham, Tract N-215A," on file with the Town Clerk, from conservation to municipal use in accordance with M.G.L. Chapter 40, Section 15A, and further to authorize the Conservation Commission and Board of Selectmen to dispose of the land for gas transmission purposes.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 5: was adopted by unanimous consent earlier this evening.

ARTICLE 6: AUTHORIZE ELDER SERVICES ZONING AGREEMENTS

To see if the Town will vote to authorize the Board of Selectmen to enter into agreements with NHP Property Business Trust, a Massachusetts business trust, Continental Wingate Development Co., and WHC Needham, Inc., both Massachusetts business corporations, regarding taxes on real and personal property to be located within the Elder Services Zoning District, said district having been established by votes of the Town under Articles 1 and 2 of the May 10, 2010 Special Town Meeting, or take any other action relative thereto.

Article Information: This article will allow the Board of Selectmen to enter into agreements regarding payment in lieu of taxes with NHP Property Business Trust, Continental Wingate Development Co., and WHC Needham, Inc. The purpose of the agreements is to ensure that real estate taxes and personal property excise taxes will continue to be paid for property located within the Elder Services Zoning District and used for elder services uses, whether or not the property is owned by a tax exempt entity.

The Elder Services Zoning District and the accompanying Amendment to the Zoning Map referring to the proposed District were adopted at the Special Town Meeting held in May 2010, as set forth in Articles 1 and 2.

The subject agreement regarding payment in lieu of taxes was executed by NHP Business Trust prior to the May 2010 Special Town Meeting and has been held in escrow by Town Counsel pending approval of the noted zoning articles by the Attorney General of Massachusetts. The same agreement is being executed

by Continental Wingate Development Co., and WHC Needham, Inc. who will be buying the affected properties. The Attorney General approved the articles on September 7, 2010. Accordingly, the requested authorization will enable the Selectmen to execute and record the noted agreements ensuring tax payments from the property irrespective of whether or not the property is owned by a tax exempt entity.

MOVED: That the Town vote to authorize the Board of Selectmen to enter into agreements with NHP Property Business Trust, a Massachusetts business trust, Continental Wingate Development Co., and WHC Needham, Inc., both Massachusetts business corporations, regarding taxes on real and personal property to be located within the Elder Services Zoning District, said district having been established by votes of the Town under Articles 1 and 2 of the May 10, 2010 Special Town Meeting.

Mr. Maurice Handel, Selectman, address this proposal on behalf of the Board of Selectmen. He stated that the Board of Selectmen unanimously recommends adoption of this proposal.

Mr. Ronald W. Ruth, Planning Board member, explained that this proposal is simply to authorize the Board of Selectmen to enter into agreements regarding payment in lieu of taxes with NHP Property Business Trust, Continental Wingate Development Co., and WHC Needham, Inc. The purpose is to ensure that real estate taxes and personal property taxes will continue to be paid for property located within the Elder Services Zoning District.

Mr. Matthew D. Borrelli, member, recommended adoption of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 7: AMEND GENERAL BY-LAW/REGULATION OF DOGS

To see if the Town will vote to amend the General By-laws by deleting Section 3.7 and inserting in place thereof the following:

"SECTION 3.7 DOG REGULATIONS

3.7.1 Use of Leashes. No person shall allow a dog owned or kept by her/him to go beyond the confines of the property of the owner or keeper unless the dog is held firmly on a leash.

3.7.2 Disturbing the Peace. No person shall own or keep within the Town any dog which bites, barks, howls or in any other manner disturbs the peace and quiet of any neighborhood, or endangers the safety of any person, domesticated animal or farm animal.

3.7.3 Complaints. The animal control officer is hereby authorized to seek a complaint against the owner or keeper of a dog who is found to have violated the provisions of sub-sections 3.7.1, 3.7.2, 3.7.4, 3.7.5, 3.7.6, 3.7.7, or 3.7.8 for which the following penalties shall be imposed:

1. First Offense – twenty-five dollars (\$25.00)
2. Each Subsequent Offense – fifty dollars (\$50.00)

3.7.4 Restraint of Dogs. In addition to the foregoing penalties, the animal control officer is also authorized and empowered to muzzle or restrain a dog, or to order the owner or keeper of a dog to muzzle or restrain a dog, pending a hearing before the Board of Selectmen as hereinafter provided, when the animal control officer finds that a dog has bitten or threatened any person or domesticated or farm animal, or has chased any vehicle upon any way open to public travel in the Town, or the owner had violated the provisions of sub-section 3.7.4 more than three times in any calendar year. The owner or keeper of any dog that has been ordered to be restrained or muzzled under the provisions of sub-section 3.7.4 may request in writing to the Board of Selectmen that the animal control officer vacate such order.

3.7.5 Uncontrollable Dogs. In addition to any other statutory authority contained in M.G.L. Chapter 140, the animal control officer may, with the approval of the Board of Selectmen, enter a complaint before the Board of Selectmen to obtain an order to control or dispose of a dog found to be uncontrollable, or whose owner or keeper is unresponsive to any other penalties contained in Section 3.7.

3.7.6 Restricted Areas. No person shall allow a dog, other than a service dog, owned or kept by him or her, whether leashed or unleashed, to trespass on Memorial Park or DeFazio Park.

3.7.7 Removal of Pet Waste. No person owning or keeping a dog shall suffer, permit, or allow such a dog to leave feces in any public or private property of someone other than that of the dog's owner or keeper within the Town of Needham, without the approval of said property owner. Any person having custody and control of a dog in any such area shall carry with him or her proper equipment for the removal of feces. For purposes of this section, the means of removal shall be any tool, implement, or other device carried for the purpose of picking up and containing such feces. No person shall leave or dispose of said feces in any catch basin, drainage structure, waterway or on any public property or street except in a trash receptacle.

3.7.8 Off-Leash Areas. The Town may authorize an area or areas to be used as off-leash areas for dogs licensed in the Town of Needham for which a separate fee will be assessed and for which the Board of Selectmen may, from time to time, establish regulations for use. No person owning or keeping a dog shall suffer, permit or allow such dog to use the off leash area without the proper license or in violation of such regulations."

And by deleting section 4.1.1 and inserting in place thereof the following:

"4.1.1 Licenses. Any owner or keeper of a dog which is six (6) months of age or older and is located in the Town of Needham shall obtain a license from the Town Clerk for that dog commencing on January 1st of each year, as required by M.G.L. Chapter 140."

And by inserting a new section 4.1.5 as follows:

"4.1.5 Fees. The fees for registering and licensing dogs of all types in the Town shall be established from time to time by vote of the Selectmen."

Or take any other action relative thereto.

Article Information: The purpose of the proposed amendment to the General By-laws is to clarify and update the Town's dog regulations and license procedures. The proposal would

eliminate the existing restriction on the length of allowed leashes; enact a so-called "pooper scooper" law; codify the vote of the Board of Selectmen, School Committee, Park and Recreation Commission, and Memorial Park Trustees to prohibit dogs, other than service dogs, at Memorial Park and DeFazio Park; remove the fee schedule from the By-law so that it can be updated as needed like most fee structures; and authorize the creation of an off-leash dog area.

MOVED: That the Town vote to amend the General By-laws by deleting Section 3.7 and inserting in place thereof the following:

"SECTION 3.7 DOG REGULATIONS

3.7.1 Use of Leashes. No person shall allow a dog owned or kept by her/him to go beyond the confines of the property of the owner or keeper unless the dog is held firmly on a leash.

3.7.2 Disturbing the Peace. No person shall own or keep within the Town any dog which bites, barks, howls or in any other manner disturbs the peace and quiet of any neighborhood, or endangers the safety of any person, domesticated animal or farm animal.

3.7.3 Complaints. The animal control officer is hereby authorized to seek a complaint against the owner or keeper of a dog who is found to have violated the provisions of sub-sections 3.7.1, 3.7.2, 3.7.4, 3.7.5, 3.7.6, 3.7.7, or 3.7.8 for which the following penalties shall be imposed:

1. First Offense – twenty-five dollars (\$25.00)
2. Each Subsequent Offense – fifty dollars (\$50.00)

3.7.4 Restraint of Dogs. In addition to the foregoing penalties, the animal control officer is also authorized and empowered to muzzle or restrain a dog, or to order the owner or keeper of a dog to muzzle or restrain a dog, pending a hearing before the Board of Selectmen as hereinafter provided, when the animal control officer finds that a dog has bitten or threatened any person or domesticated or farm animal, or has chased any vehicle upon any way open to public travel in the Town, or the owner had violated the provisions of sub-section 3.7.4 more than three times in any calendar year. The owner or keeper of any dog that has been ordered to be restrained or muzzled under the provisions of sub-section 3.7.4 may request in writing to the Board of Selectmen that the animal control officer vacate such order.

3.7.5 Uncontrollable Dogs. In addition to any other statutory authority contained in M.G.L. Chapter 140, the animal control officer may, with the approval of the Board of Selectmen, enter a complaint before the Board of Selectmen to obtain an order to control or dispose of a dog found to be uncontrollable, or whose owner or keeper is unresponsive to any other penalties contained in Section 3.7.

3.7.6 Restricted Areas. No person shall allow a dog, other than a service dog, owned or kept by him or her, whether leashed or unleashed, to trespass on Memorial Park or DeFazio Park.

3.7.7 Removal of Pet Waste. No person owning or keeping a dog shall suffer, permit, or allow such a dog to leave feces in any public or private property of someone other than that of the dog's owner or keeper within the Town of Needham, without the approval of said property owner. Any person having custody and control of a dog in any such area shall carry with him or her proper equipment for the removal of feces. For purposes of

this section, the means of removal shall be any tool, implement, or other device carried for the purpose of picking up and containing such feces. No person shall leave or dispose of said feces in any catch basin, drainage structure, waterway or on any public property or street except in a trash receptacle.

3.7.8 Off-Leash Areas. The Town may authorize an area or areas to be used as off-leash areas for dogs licensed in the Town of Needham for which a separate fee will be assessed and for which the Board of Selectmen may, from time to time, establish regulations for use. No person owning or keeping a dog shall suffer, permit or allow such dog to use the off leash area without the proper license or in violation of such regulations."

And by deleting section 4.1.1 and inserting in place thereof the following:

"4.1.1 Licenses. Any owner or keeper of a dog which is six (6) months of age or older and is located in the Town of Needham shall obtain a license from the Town Clerk for that dog commencing on January 1st of each year, as required by M.G.L. Chapter 140."

And by inserting a new section 4.1.5 as follows:

"4.1.5 Fees. The fees for registering and licensing dogs of all types in the Town shall be established from time to time by vote of the Selectmen."

Mr. John A. Bulian, Chairman, addressed this proposal on behalf of the Board of Selectmen. He explained that the purpose of this article is to clarify and update the dog regulations. The Board of Selectmen voted unanimously to recommend adoption.

Mr. Michael J. Greis, member, advised that the School Committee voted unanimously to support the article.

Mr. Philip V. Robey, Chairman, stated that the Park and Recreation Commission unanimously support Article 7.

Mr. David C. DiCicco, Chairman, advised that the Trustees of Memorial Park unanimously support this article and, in particular, the synthetic turf field.

Mr. Richard M. Reilly, member, recommended adoption of this article on behalf of the Finance Committee.

Joan Gould Kelley, resident, spoke in opposition of the ban on walking dogs on DeFazio Park. She explained that she walks her dog across the field at DeFazio Park and there is one side of the field that is clear of turf. Having to walk down Dedham Avenue is dangerous. She asked Town Meeting Members to vote against this proposal.

Claire Patricia Messing suggested that there are worse problems with the geese on the fields. She expressed concern that residents couldn't even walk around those areas with their dogs.

Mr. John A. Bulian, Chairman, advised that four boards voted to prohibit dogs at Memorial Park and DeFazio Park. This amendment will enforce fines for trespassing.

A motion to amend was offered by Mr. Jeffrey D. Heller to include the words "the synthetic turf areas of" prior to the words "Memorial Park or DeFazio Park" under section 3.7.6.

Mr. John A. Bulian stated that the Board of Selectmen opposes Mr. Heller's amendment.

A motion to amend was offered by Mr. Paul S. Alpert under section 3.7.4 to strike the references to subsection 3.7.4 and insert in place thereof with references to "section 3.7".

A motion to amend was offered by Adelaide C. (Lita) Young to strike the words "barks, howls" under section 3.7.2 and insert in place thereof the words "excessively barks or howls".

After a brief discussion, a motion to move the previous questions was offered by Louise L. Miller. The motion was presented and carried by voice vote.

Mrs. Young's motion to amend was presented and carried by voice vote.

Mr. Alpert's motion to amend was presented and carried unanimously by voice vote.

Mr. Heller's motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass.

ACTION: The main motion, as amended, was presented and carried by voice vote as declared by the Moderator.

VOTED: That the Town vote to amend the General By-laws by deleting Section 3.7 and inserting in place thereof the following:

"SECTION 3.7 DOG REGULATIONS

3.7.1 Use of Leashes. No person shall allow a dog owned or kept by her/him to go beyond the confines of the property of the owner or keeper unless the dog is held firmly on a leash.

3.7.2 Disturbing the Peace. No person shall own or keep within the Town any dog which bites, excessively barks or howls or in any other manner disturbs the peace and quiet of any neighborhood, or endangers the safety of any person, domesticated animal or farm animal.

3.7.3 Complaints. The animal control officer is hereby authorized to seek a complaint against the owner or keeper of a dog who is found to have violated the provisions of sub-sections 3.7.1, 3.7.2, 3.7.4, 3.7.5, 3.7.6, 3.7.7, or 3.7.8 for which the following penalties shall be imposed:

1. First Offense – twenty-five dollars (\$25.00)
2. Each Subsequent Offense – fifty dollars (\$50.00)

3.7.4 Restraint of Dogs. In addition to the foregoing penalties, the animal control officer is also authorized and empowered to muzzle or restrain a dog, or to order the owner or keeper of a dog to muzzle or restrain a dog, pending a hearing before the Board of Selectmen as hereinafter provided, when the animal control officer finds that a dog has bitten or threatened any person or domesticated or farm animal, or has chased any vehicle upon any way open to public travel in the Town, or the owner had violated the provisions of section 3.7 more than three times in any calendar year. The owner or keeper of any dog that has been ordered to be restrained or muzzled under the provisions of section 3.7 may request in writing to the Board of Selectmen that the animal control officer vacate such order.

3.7.5 Uncontrollable Dogs. In addition to any other statutory authority contained in M.G.L. Chapter 140, the animal control officer may, with the approval of the Board of Selectmen, enter a complaint before the Board of Selectmen to obtain an order to control or dispose of a dog found to be uncontrollable, or whose owner or keeper is unresponsive to any other penalties contained in Section 3.7.

3.7.6 Restricted Areas. No person shall allow a dog, other than a service dog, owned or kept by him or her, whether leashed or unleashed, to trespass on Memorial Park or DeFazio Park.

3.7.7 Removal of Pet Waste. No person owning or keeping a dog shall suffer, permit, or allow such a dog to leave feces in any public or private property of someone other than that of the dog's owner or keeper within the Town of Needham, without the approval of said property owner. Any person having custody and control of a dog in any such area shall carry with him or her proper equipment for the removal of feces. For purposes of this section, the means of removal shall be any tool, implement, or other device carried for the purpose of picking up and containing such feces. No person shall leave or dispose of said feces in any catch basin, drainage structure, waterway or on any public property or street except in a trash receptacle.

3.7.8 Off-Leash Areas. The Town may authorize an area or areas to be used as off-leash areas for dogs licensed in the Town of Needham for which a separate fee will be assessed and for which the Board of Selectmen may, from time to time, establish regulations for use. No person owning or keeping a dog shall suffer, permit or allow such dog to use the off leash area without the proper license or in violation of such regulations."

And by deleting section 4.1.1 and inserting in place thereof the following:

"4.1.1 Licenses. Any owner or keeper of a dog which is six (6) months of age or older and is located in the Town of Needham shall obtain a license from the Town Clerk for that dog commencing on January 1st of each year, as required by M.G.L. Chapter 140."

And by inserting a new section 4.1.5 as follows:

"4.1.5 Fees. The fees for registering and licensing dogs of all types in the Town shall be established from time to time by vote of the Selectmen."

ARTICLE 8: ACCEPT M.G.L. C.131 OF THE ACTS OF 2010 – SURVIVING SPOUSES OF DISABLED EMPLOYEES

To see if the Town will vote to accept the provisions of Chapter 131 of the Acts of 2010 – An Act Increasing the Supplemental Pension Allowance under M.G.L. 32 Sec 101 to surviving spouses of disabled employees, from an annual amount of \$6,000 to \$9,000; or take any other action relative thereto.

Article Information: Acceptance of this legislation will allow the Needham Retirement Board to increase the benefit to survivors of Accidental Disability retirees who died of causes other than their job-related injuries, and whose option selection form was completed before November 7, 1996. This benefit will take effect on the date that certification of acceptance is filed with the Public Employee Retirement Administration Commission and is not

retroactive. Currently, there are five survivors who would qualify for this benefit, and no new survivors will be eligible. The total annual cost of the acceptance of this legislation would be approximately \$15,000 during the lifetime of the surviving spouses. Acceptance of this Act will have no material impact on the annual funding required by the Town to the Needham Contributory Retirement System.

MOVED: That the Town vote to accept the provisions of Chapter 131 of the Acts of 2010 – An Act Increasing the Supplemental Pension Allowance under M.G.L. 32 Sec 101 to surviving spouses of disabled employees, from an annual amount of \$6,000 to \$9,000.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen. He advised that acceptance of M.G.L. Chapter 131 of the Acts of 2010 will allow the Needham Retirement Board to increase the benefit to surviving spouses of disabled employees from an annual amount of \$6,000 to \$9,000. There are 5 surviving spouses in Needham.

Mr. Richard J. Lunetta, member, recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 9: APPROPRIATE FOR FACILITY IMPROVEMENTS AND REPAIRS/POLLARD SCHOOL

To see if the Town will vote to raise and/or transfer and appropriate \$1,200,000 for architectural design, engineering, constructing, remodeling, reconstructing and making extraordinary repairs to the Pollard School including parking lot and access improvements, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority; or take any other action relative thereto.

Article Information: This article is intended to secure funding to retrofit the Pollard modular classrooms and make certain parking and access improvements at Pollard School, to accommodate the relocation of Newman School students in September 2011. The modular retrofits are anticipated to include: sub-dividing classrooms into units/offices (involving the installation of partitions and adjustments to lighting and ventilation), bathroom and drinking fountain modifications, modifications to classrooms that will accommodate preschoolers, and door modifications. The parking/access improvements will include construction of an additional parking lot on the southwest corner of the school property adjacent to the existing lot, and the creation of a one-way access road from Dedham Avenue. The parking and access improvements will address the additional parking requirements associated with the Newman relocation. The parking improvements will also help to meet the long-term need for additional parking at the school, by alleviating congestion on Harris Avenue and providing approximately sixty additional spaces for staff members and visitors.

MOVED: That the Town vote to raise and/or transfer and appropriate \$1,200,000 for architectural design, engineering, constructing, remodeling, reconstructing and making extraordinary repairs to the Pollard School including parking lot and access

improvements, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority.

A motion to amend Article 9 was offered by Mr. Gerald A. Wasserman by adding an emergency preamble as follows: "This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative".

Mr. Wasserman, Selectman, advised that this proposal would retrofit the Pollard modular classrooms and make certain parking and access improvements at the Pollard School in conjunction with the Newman Elementary School project. He recommended adoption of this proposal on behalf of the Board of Selectmen.

Marianne B. Cooley, member, asked for support on behalf of the School Committee. She explained that the Pre-School, Kindergarten, and Case would relocate to Pollard while the Newman undergoes renovations.

Matthew D. Borrelli, member, recommended adoption on behalf of the Finance Committee.

A motion to amend was offered by Mr. Kurt M. Mullen on behalf of Mr. John Hodge by inserting at the end of the main motion the words: "This Article shall exclude funding for excavation of the hill within 80 feet of the edge of Glen Terrace." Mr. Hodge explained that he has lived on Glenwood Road for 30 years. He and his neighbors are not in favor of the destruction of trees and woods and hope that additional parking spaces could be found on the school property. He asked for support of this amendment.

Mr. Martin L. B. Walter expressed concern with proposed third entrance to the school off Dedham Avenue by the railroad bridge. He suggested that this area is a dangerous section of Dedham Avenue for traffic turning left and right.

Mr. Gerald A. Wasserman, Selectman, advised that the Board of Selectmen voted to oppose this amendment. This amendment would prevent the town from moving forward and possibly stop the project. He stated that the town will work with the neighbors and provide screening for the area.

In response to an inquiry from Laura A. Brooks, Marianne B. Cooley concurred that this proposal includes money to retrofit the modular classrooms.

In response to several questions from Craig Scholl, Mrs. Cooley explained that Town Meeting voted on the Newman renovation project last spring and that they focused on Newman. The Permanent Public Building Committee brought the parking lot and access improvements to the School Committee. She noted that they are still at a very preliminary stage.

Mr. George F. Kent, Chairman, PPBC, stated that his committee did not find other easy options. The amendment restricts the design and the project.

In response to an inquiry from Joshua W. Levy, Mrs. Cooley indicated the children could still be moved to Pollard if this proposal is delayed.

In response to an inquiry from Jill E. Owens, Mrs. Cooley indicated that it is the intent of the School Committee for the one way access to continue to serve only busses but it is not set in concrete.

A motion to amend was offered by Mr. Ronald W. Ruth to reduce the amount of "\$1,200,000" to "\$325,000". Mr. Ruth suggested that there was a good thought for the modular classrooms, but 60 additional parking spaces for 170 children is not necessary.

Mr. Roy A. Cramer rose in support of Mr. Ruth's amendments indicating a lack of detail to this proposal.

Mr. David J. Escalante rose in support of Mr. Ruth's amendment and offered the following secondary amendment to Mr. Ruth's amendment to delete the words "including parking lot and access improvements".

Unanimous consent was given to permit non-resident and Superintendent of Schools Daniel E. Gutekanst to address Town Meeting. Mr. Richard A. Zimbone, Chairman, Finance Committee, questions how the pick-up/drop-off process would be handled if the amendment passed. Mr. Gutekanst stated that all busses would drop off the students at Harris Avenue.

After a lengthy discussion, a motion to move the previous question on all pending motions at this time was offered by Jane A. Howard. The motion was presented and carried by the required two-thirds vote on a voice vote.

Mr. Escalante's secondary motion was presented, but the Moderator was in doubt. The motion was presented again and the Moderator was still in doubt. The following tellers were sworn in by the Moderator: Eric J. Bailey, Jane B. Murphy, Cynthia J. Chaston, William R. Dermody, Paula R. Callanan, and Paul T. Milligan. The motion was again presented and carried by a count of hands. The hand count was Yes 134 – No 66.

Mr. Ruth's motion to amend to strike "\$1,200,000" and insert "\$325,000" and strike "including parking lot and access improvements" was presented, but the Moderator was in doubt. The motion was again presented and carried by a count of hands. The hand count was Yes 124 – No 73.

Mr. Mullen's motion to amend was presented, but it failed to pass by voice vote.

Mr. Wasserman's motion to amend by adding an emergency preamble, two-thirds vote required, was presented but the Moderator was in doubt. The motion was again presented and carried by a count of hands. The hand count was Yes 175 – No 20.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate \$325,000 for architectural design, engineering, constructing, remodeling, reconstructing and making extraordinary repairs to the Pollard School to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority. This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and

therefore final vote of the Town Meeting passing this measure shall be immediately operative.

At 11:14 P.M. Mr. David R. Cox moved that the Special Town Meeting stand adjourned to Wednesday November 10, 2010 at 7:30 P.M. at the Newman School.

The motion to adjourn was presented and carried unanimously by voice vote. The Special Town Meeting was adjourned to Wednesday, November 10, 2010.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

ADJOURNED SPECIAL TOWN MEETING

Wednesday, November 10, 2010

Pursuant to adjournment of the Special Town Meeting held Monday, November 8, 2010, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Wednesday, November 10, 2010, at 7:30 P.M.

Check lists were used and 221 voters were checked on the list as being present, including 196 Town Meeting Members.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator made the following announcements:

Veterans' Day observances will be held on November 11, 2010 at Memorial Park at 10:45 A.M.

Several local stores are offering free bonuses to Veterans.

Needham High School students present "Thoroughly Modern Millie" at the Pollard Middle School on Friday and Saturday at 7:30 P.M. and Sunday Matinee at 2:30 P.M.

Discussion commenced under Article 10.

ARTICLE 10: APPROPRIATE FOR POLLARD SCHOOL ROOF REPLACEMENT

To see if the Town will vote to raise and/or appropriate the sum of \$3,500,000 for architectural design, engineering, constructing, remodeling, reconstructing and making extraordinary repairs to the roof of the Pollard School, located at 200 Harris Avenue and shown as Lot 1 on the Needham Assessor's Map, numbered 35; which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, said sum to be expended under the direction of the Town

Manager/Permanent Public Building Committee; that to meet said appropriation the Treasurer with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, or any other enabling authority; that the Town acknowledges that the Massachusetts School Building Authority's ("MSBA") grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) forty percent (40%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed

Article Information: This request is to replace the Pollard School roof with a more durable, energy-efficient roof system. The Pollard roof is a PVC membrane, which was installed in 1988 and 1992, and was under warranty for a ten year period. Roof leaks due to seam failure and cracking in the PVC membrane have increased in recent years and are expected to continue to increase with age. With every rainstorm, new leaks develop, compromising the integrity of the building envelope and increasing the amount of damage within the building. A Statement of Interest has been submitted to the Massachusetts School Building Authority seeking reimbursement of a portion of the overall project cost through the MSBA's new Green Repair Program. The Green Repair Program provides funding for the repair or replacement of roofs, windows and/or boilers in public school facilities that are otherwise structurally sound. This program is a short-term opportunity - projects must be completed by December 2011 to qualify and require a local funding commitment for the total construction cost. If approved, Needham could receive reimbursement in the estimated range of 31-35%. In order to participate, Needham must appropriate the total funds required for design and construction at November Special Town Meeting, so that the state-financed share of the project can be completed during the summer of 2011. (Due to the size and complexity of the roof, the replacement project may take two summers to complete. It is possible that only the costs incurred during the first summer would be reimbursed.) The Pollard roof repair project is not a new project, but rather a part of the overall scope of needed facility repairs, which have been requested for funding in prior years through the Capital Improvement Program.

MOVED: That the Town will vote to raise and/or appropriate the sum of \$3,500,000 for architectural design, engineering, constructing, remodeling, reconstructing and making extraordinary repairs to the roof of the Pollard School, located at 200 Harris Avenue and shown as Lot 1 on the Needham Assessor's Map, numbered 35; which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, said sum to be expended under the direction of the Town Manager/Permanent Public Building Committee; that to meet said appropriation the Treasurer with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, or any other enabling authority; that the Town acknowledges that the Massachusetts School Building Authority's ("MSBA") grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) forty

percent (40%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA.

Mr. Gerald A. Wasserman, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that this proposal is to replace the Pollard School roof with a more durable, energy-efficient roof system. The current roof has deteriorated and leaks. The repairs may have to be completed by December, 2011 in order to receive reimbursement from the Massachusetts School Building Authority (MSBA).

Mr. Matthew D. Borrelli, member, recommended adoption on behalf of the Finance Committee. He explained that this proposal is part of the town's five-year capital plan. The Finance Committee believes this project is timely and needy with potential for reimbursement.

In response to an inquiry from Mr. Steven Markman, Mr. Wasserman advised that the square footage of the roof is 125,000 square feet. The project will go out to bid and also goes through the Permanent Public Building Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 11: APPROPRIATE FOR SENIOR CENTER FEASIBILITY & DESIGN

To see if the Town will vote to raise and/or transfer and appropriate a sum for architectural design and engineering for the construction of a Senior Center, said sum to be to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation, that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority, or take any other action relative thereto.

Article Information: In September 2008, the Board of Selectmen appointed a Senior Center Exploratory Committee (SCEC) to make recommendations to the Board as to the appropriate location, size, cost, and other matters related to the construction of a new Senior Center. In September of 2010, the SCEC submitted its recommendations to the Board. Based on the report and recommendations of the SCEC, the Board of Selectmen has voted to designate the present Needham Heights MBTA parking lot as the Board's selected site for construction of a new Senior Center.

The purpose of this article is to provide design funding for the Senior Center project. During the upcoming months, a financing plan for the project will be developed for presentation to the November, 2011 Special Town Meeting along with a request for construction funding.

MOVED: That the Town vote to raise and/or transfer and appropriate a sum for architectural design and engineering for the construction of a Senior Center, said sum to be to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation, that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority.

A motion to amend was offered by Denise C. Garlick by striking the words "a sum" and inserting in place thereof the sum "\$500,000" and by inserting after the words "construction of a Senior Center" the words "at the Needham Heights/MBTA Commuter Lot".

Mrs. Garlick introduced the members of the Senior Center Exploratory Committee. She advised that the Board of Selectmen, the Council on Aging, and the Senior Center Exploratory Committee all voted in favor of locating the Senior Center at the Needham Heights/MBTA commuter lot. She further explained the process used to select the site which was most suitable. The location is accessible from major roadways. It is convenient for drop-off and pick-up. And the location allows for new construction. Mrs. Garlick suggested that we do need a senior center and that passage of this proposal will allow the town to move forward.

Suzanne Hughes, Chairman, stated that the Council on Aging voted unanimously and enthusiastically to support the Senior Center Exploratory Committee on the selection of this site.

Mr. Richard A. Zimbone, Chairman, advised that the Finance Committee recommended adoption of this proposal. He indicated that the Finance Committee discussed this proposal over the past few weeks, met with the Permanent Public Building Committee to review the costs, met with the Council on Aging to discuss the needs of our seniors, and visited other neighboring Senior Centers. The Finance Committee met with the Town Manager Kate Fitzpatrick and Finance Director David Davison. A new Senior Center is needed and the time is now. The interest rates are low and construction company bids are reasonable.

A secondary motion to amend the Selectmen's motion to amend was offered by Linda J. George by striking the words "at the Needham Heights/MBTA Commuter Lot" and inserting in its place thereof after the words "construction of a Senior Center" the words "on that portion of Greene's Field abutting the Stephen Palmer Property, not exceeding an area that constitute 30 (thirty) percent of the Field".

Mr. John Fountain, resident and non-Town Meeting member, addressed the secondary motion. He explained that his group is trying to give Town Meeting a choice of locations. They feel that there is a better site on a small piece of Greene's Field for the Senior Center. He noted that the Senior Center Exploratory Committee also recommended Greene's Field as a site. He questioned how a paved lot could be better than a piece of Greene's Field within the center of town. It is a safe location in the downtown area close to restaurants, bowling, shopping, ice cream, the YMCA swimming pool, ice cream shops, and the Town Hall auditorium.

Speaking in favor of Mrs. George's secondary motion to amend were Phyllis Fanger, Richard Carey, Eleanor Weeks, James Kenefick, and Jim Hunter.

Mr. William J. Supple stated that he received more phone calls on this article than any other articles. In response to his inquiry, Mrs. Garlick advised that the Senior Center Exploratory Committee never made a predetermined decision on the MBTA site.

Mr. James Hugh Powers suggested (on the subject of refusal of the members of the Board of Selectmen) that the Board of Selectmen is the executive branch of our government and the

Committee members are volunteers. Elected officials should not be gagged.

Mrs. Penny Gordon spoke in favor of the Selectmen's motion to amend. She suggested that the proposal is based on research and facts and the time to go forward is now.

Mr. Irwin Silverstein rose in support of this proposal and Mrs. Garlick's motion to amend. He noted that this proposal was presented at the Needham Heights Association meeting last month. Also speaking in favor of this proposal and Mrs. Garlick's motion to amend were Claire Patricia Messing and Thomas M. Harkins.

In response to an inquiry from Craig Scholl, Mr. James G. Healy advised that a Senior Center would require 50% of Greene's Field.

After a lengthy discussion a motion to move the previous question was offered by Mr. Paul J. Durda. The motion to move the previous question was presented, but the Moderator was in doubt. The tellers were asked to take their places. The motion was again presented which requires a two-thirds vote and carried by a count of hands. The hand count was Yes 159 - No 26.

The secondary motion to amend offered by Mrs. Linda J. George was presented, but the Moderator was in doubt. The motion was again presented, but failed to pass by a count of hands. The hand count was Yes 36 - No 146

After the evening break, discussion continued under Article 11.

A motion to amend was offered by Sam Bass Warner by inserting the words "\$500,000" for the words "a sum" and inserting after the words Senior Center in line two the words "at Emery Grover Building or at the Needham Heights/MBTA Commuter Lot. The sum of \$500,000 so appropriated shall be spent only after the Selectmen have held a Summit of all interested parties and have themselves made a choice between the two sites."

Mr. Warner advised that he submitted this amendment because the two locations came into being at the same time and there is a need for further study of both locations.

Mrs. Suzanne Hughes, Chairman, advised that the Council on Aging did not support the Emery Grover building as a site for the Senior Center. There are more seniors than just those over the age of 75 years. The Emery Grover basement is subject to flooding and has no outdoor light. Parking is inadequate. There are two schools in the area. Children are dropped off and picked up at St. Joseph's School. There are High School access and egress problems. The Council on Aging does not support the Emery Grover building.

In response to an inquiry from Jeffrey S. Shapiro, Mr. Warner stated that the School Administration has lots of buildings and can take care of itself. Marianne B. Cooley, Town Meeting Member as well as School Committee member advised that the schools are full and they would probably have to lease space.

Mr. Joseph Barnes stated that this committee is a group who is open, kind and caring and they have reached out to the community.

Mr. Martin L. B. Walter stated that he favored the Greene's Field site, but the remarks by Denise Garlick tonight were very good. He expressed concern that there will be further study on the Highland Avenue/West Street intersection. Mr. George F. Kent, Chairman, advised that this is not the responsibility of the Permanent Public Building Committee to do a traffic study, but they will work with the Department of Public Works on this intersection.

Mr. Paul A. Siegenthaler expressed concern that we don't know a lot about what seniors will need in twenty years. He wanted to vote for the Garlick amendment and the article but questioned if the town should look at the flexibility of leasing.

A motion to refer back to the Board of Selectmen so that an option of leasing a building in Needham together with the costs to build out and operate that leased space and report back to Town Meeting as soon as practicable.

Mr. James G. Healy rose on behalf of the Senior Center Exploratory Committee. He noted that we all expect discussion and debate, but after that can we reach a vote? He suggested that we could reach a vote. He stated that the Committee reviewed new senior centers and attendance at the new centers all increased. The Council on Aging is a town department and needs space. The major benefit for seniors is to get out of the house. It is healthier and activities help seniors become more vibrant with a better sense of self. When the lease is done, what does the town have? He urged Town Meeting to support this proposal.

A motion to move the previous question on all motions was offered by Mr. Robert A. Downs. The motion was presented and carried by two thirds vote as declared by the Moderator on a voice vote.

Mr. Siegenthaler's motion to refer was presented, but it failed to pass on a voice vote.

Mr. Warner's motion to amend was presented, but failed to pass by majority vote as declared by the Moderator on a voice vote.

Mrs. Garlick's motion to amend was presented and carried by majority vote as declared by the Moderator on a voice vote.

ACTION: The main motion, as amended, was presented and carried by two-thirds vote as declared by the Moderator on a voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate \$500,000 for architectural design and engineering for the construction of a Senior Center at the Needham Heights/MBTA Commuter Lot, said sum to be to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation, that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority.

ARTICLE 12: was adopted by unanimous consent earlier this evening.

ARTICLE 13: AMEND THE FY 2011 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2011 Operating Budget adopted under Article 21 of the May 2010 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
3	Health Insurance	\$ 9,799,125	\$ 9,549,125
6	Debt Service	\$11,379,319	\$11,406,472
10	Reserve Fund	\$ 1,251,363	\$ 1,451,363
24	Needham		
	Public Schools	\$46,114,078	\$46,424,078
25D	Snow and Ice	\$ 200,000	\$ 400,000
28C	Department of Public Facilities – Capital	\$ 0	\$ 7,645

and to meet this appropriation that \$464,848 be raised from the tax levy, \$7,645 be transferred from Article 2 of the May 2008 Special Town Meeting, and \$22,305 be transferred from debt exclusion offsets (Article 32, 2000 Annual Town Meeting), or take any other action relative thereto.

Article Information: This article seeks to appropriate \$494,798 to various budget lines and to transfer \$250,000 from one budget line to another budget line. Funding sources, in addition the line item transfer, include \$464,848 in new revenue that has been identified as available to appropriate to the operating budget, and \$29,950 from other available funds.

The \$250,000 reduction in the Health Insurance line is to transfer anticipated savings to the School Department operating budget. These funds would be used to cover costs associated with the collective bargaining agreement that was reached with the Teachers Union earlier this year. The reduction to the Health Insurance budget is reflective of the expected savings with the conversion by the teachers from traditional HMO health plans to "Rate Saver" health plans.

The article also seeks to increase operating contingencies by \$400,000 – increasing the Reserve Fund and snow and ice appropriation lines by \$200,000 each. Because snow and ice expenditures are unpredictable, this budget is one of the only accounts that cities and town are authorized to overspend. The Town is only allowed to deficit spend the snow and ice budget if the Town has appropriated at least as much in the current years as in the past year. Actual snow ice expenditures in the last three years were \$690,404 in FY2010, \$1,130,516 in FY2009, and \$697,378 in FY2008. The proposed change would better reflect the base cost for snow removal.

The change to the General Fund Debt Budget is to appropriate funds that are to be used to pay down excluded debt. These monies will reduce the amount of excluded debt that is actually added to the tax bills. Of the \$27,153 to be appropriated, \$4,848 is from a premium on the sale of bonds received this fall, and \$22,305 is the residual balance associated with the four school related projects approved at the 2000 Annual Town Meeting.

The \$310,000 increase to the School Department budget reflects the transfer from the Health Insurance budget, and an additional \$60,000 to supplement the budget for operational costs that otherwise would be paid from one-time revenue.

The proposed change to the Public Facilities Department in the amount of \$7,645 will be used to purchase a shed for the Mitchell School to store gas-powered equipment and materials such as a snow blower and salt. The funds are being sought now in order to buy the shed before the winter season. The funds will be transferred from the unexpended balance in the cash capital appropriation approved at May 2008 Special Town Meeting that was for the purchase of two sheds, one at Newman School and the other at Hillside School.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2011 Operating Budget adopted under Article 21 of the May 2010 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
3	Health Insurance	\$ 9,799,125	\$ 9,549,125
6	Debt Service	\$11,379,319	\$11,406,472
10	Reserve Fund	\$ 1,251,363	\$ 1,451,363
24	Needham		
	Public Schools	\$46,114,078	\$46,424,078
25D	Snow and Ice	\$ 200,000	\$ 400,000
28C	Department of Public Facilities – Capital	\$ 0	\$ 7,645

and to meet this appropriation that \$464,848 be raised from the tax levy, \$7,645 be transferred from Article 2 of the May 2008 Special Town Meeting, and \$22,305 be transferred from debt exclusion offsets (Article 32, 2000 Annual Town Meeting).

A motion to amend the main motion under Article 13 was offered by Lisa W. Zappala by deleting under line 10 the sum "1,451,363" and inserting in place thereof the sum "1,534,363;" and by deleting under line 24 the sum "46,424,078" and inserting in place thereof the sum "46,541,978;" and by deleting line 25D in its entirety.

Lisa W. Zappala, Chairman, recommended adoption of this proposal and the amendment on behalf of the Finance Committee. She explained that this proposal seeks to amend the Operating Budget with additional state aid. This proposal will add \$75,000 to retrofit the modular classrooms at Pollard plus \$42,000 for Article 9.

Marianne B. Cooley, member, recommended adoption on behalf of the School Committee. She explained that 170 students including Kindergarten and Pre-School plus some special needs students represent a high needs population that will be going to the Pollard Middle School during the Newman Elementary School renovation. The modular classrooms need to be retrofitted and the additional \$42,000 will be used for a parking plan.

Mr. Gerald A. Wasserman, Selectman, advised that this proposal is laying the groundwork for a Special Town Meeting in March.

Mr. Ronald W. Ruth rose in support of the amendments.

The motion to amend was presented and carried by majority vote as declared by the Moderator on a voice vote.

ACTION: The main motion, as amended, was presented and carried by unanimous vote.

VOTED: That the Town vote to amend and supersede certain parts of the fiscal year 2011 Operating Budget adopted under Article 21

TOWN OF NEEDHAM

of the May 2010 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
3	Health Insurance	\$ 9,799,125	\$ 9,549,125
6	Debt Service	\$11,379,319	\$11,406,472
10	Reserve Fund	\$ 1,251,363	\$ 1,534,363
24	Needham		
	Public Schools	\$46,114,078	\$46,541,078
28C	Department of Public Facilities – Capital	\$ 0	\$ 7,645

and to meet this appropriation that \$464,848 be raised from the tax levy, \$7,645 be transferred from Article 2 of the May 2008 Special Town Meeting, and \$22,305 be transferred from debt exclusion offsets (Article 32, 2000 Annual Town Meeting).

ARTICLE 14: amend the FY 2011 SEWER ENTERPRISE FUND budget

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2011 Sewer Enterprise Fund Budget adopted under Article 23 of the May 2010 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
201D	MWRA Assessment	\$5,042,674	\$5,043,945

and to meet this appropriation that \$1,271 be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

Article Information: The Town's final MWRA Assessment was \$1,271 higher than the budget appropriated at the 2010 Annual Town Meeting. Amendment of the Sewer Enterprise Fund Budget is necessary to meet this obligation.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2011 Sewer Enterprise Fund Budget adopted under Article 23 of the May 2010 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
201D	MWRA Assessment	\$5,042,674	\$5,043,945

and to meet this appropriation that \$1,271 be transferred from Sewer Enterprise Fund Retained Earnings.

A motion to amend was offered by Mr. John A. Bulian by striking the words "transferred from Sewer Enterprise Fund Retained Earnings" and inserting in place thereof the words "raised from Sewer Enterprise Fund receipts".

Mr. Bulian, Chairman, advised that the Board of Selectmen unanimously supports this article and the amendment.

Lisa W. Zappala, Chairman, stated that the Finance Committee unanimously recommends adoption of this article and the amendment.

The motion to amend was presented and carried unanimously by voice vote.

TOWN CLERK'S RECORDS – SPECIAL TOWN MEETING

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to amend and supersede certain parts of the fiscal year 2011 Sewer Enterprise Fund Budget adopted under Article 23 of the May 2010 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From:	Changing To:
201D	MWRA Assessment	\$5,042,674	\$5,043,945

and to meet this appropriation that \$1,271 be raised from Sewer Enterprise Fund receipts.

ARTICLE 15: was adopted by unanimous consent on Monday, November 8, 2010.

ARTICLE 16: was adopted by unanimous consent on Monday, November 8, 2010.

ARTICLE 17: was adopted by unanimous consent on Monday, November 8, 2010.

ARTICLE 18: was withdrawn by unanimous consent on Monday, November 8, 2010.

The Moderator thanked Ned Cooley and Ben Hirsch for manning the microphones; Steve Tedesco for setting up and maintaining the audio system; Sandy Cincotta for her assistance with the visuals; Custodian Doug Emily for setting up the auditorium; and Mark Mandel and the Needham Cable Channel for setting up and running the cameras; and all those on the handling of Article 11.

At 11:00 P.M. Mr. John A. Bulian on behalf of the Board of Selectmen offered the following Resolution:

THE FOLLOWING RESOLUTION

Was offered

In memory of Lois Claire Lueders

WHEREAS: Lois Claire (Hamey) Lueders was born and raised in Marblehead, Massachusetts and graduated from Marblehead High School. She graduated from the University of New Hampshire, where she studied physical education during World War, II, when most of the students were women; and

WHEREAS: After graduating from UNH, Ms. Lueders worked as a dance and physical education teacher at several schools including the Brimmer and May School in Chestnut Hill. She and her husband Carl settled in Needham in 1952, where they raised their four children – Carl, Wallace, Karen and Mark; and

WHEREAS: Throughout her life, Lois Lueders enjoyed an active lifestyle including playing tennis and golf, dancing, and swimming. She loved to travel and to attend cultural events and was a member of St. Joseph's Parish and the Toastmasters Club; and

WHEREAS: Lois Lueders was an active member of the League of Women Voters for many years, and served as a Town Meeting Member from 1979 to 1990;

NOW THEREFORE, be it resolved by this body that the November 8, 2010 Special Town Meeting be dissolved in honor of the many civic and community contributions of Lois Lueders to the Town of Needham.

ACTION: At 11:15 P.M. the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

RECORD OF SPECIAL TOWN MEETING Monday, March 14, 2011

Pursuant to a Warrant issued by the Selectmen February 8, 2011 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Pollard Middle School on Monday, March 14, 2011, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 172 voters, including 178 Town Meeting Members, were checked on the list as being present.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator stated that Town Meeting Members may only sit in the first eleven rows as indicated by the Marshals and as signified by the pylons. He further noted that there are two microphones which must be used for comments from the floor. Tonight these microphones are being provided to you by McKenzie Wade and Ned Cooley.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities or in the judgment of the Moderator, exceeds the bonds of civility. Let us remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.
2. Please rise to be recognized and address the Moderator as Chair. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise, shout "Mr. Moderator" or raise your hand high to inform the Chair so that appropriate accommodation may be made.
3. All commentary, remarks and inquiries must be addressed to the Moderator as Chair.
4. Anyone entering or exiting the Hall while we are in session must use care not to disrupt the session, in particular, must not allow the doors to slam.
5. No eating, drinking or smoking is permitted in the hall.
6. No firearms or weapons are permitted in the hall.
7. No hats may be worn except by uniform personnel or for medical reasons.
8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

10. Short motions to amend and procedural motions need not be in writing.

11. Parliamentary motions known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

14. As stated in the Moderator's memorandum to Town Meeting Members in connection with our Annual Town Meeting, inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.

15. Rules concerning budget articles. In keeping with our tradition, I seek your unanimous consent for a rule of procedure and debate for discussion under any budget articles that might come before this Special Town Meeting. That rule would provide that a motion to amend under these articles which adds funds to a particular line item will not be in order unless the movant identifies another line item or items that will be reduced in order to fund the proposed increase.

16. Chapter 39: Section 17. Powers of moderator, preservation of order

Section 17. No person shall address a town meeting without leave of the moderator, and all persons shall, at the request of the moderator, be silent. If a person, after warning from the moderator, persists in disorderly behavior, the moderator may order him to withdraw from the meeting, and, if he does not withdraw, may order a constable or any other person to remove him and confine him in some convenient place until the meeting is adjourned.

17. Unanimous consent was given to adopt the following limits of debate:

15 Minutes in total - Committee Chairpersons, Proponents, Attorneys representing proponents; subject to extension by the Moderator.

5 Minutes in total - Town Meeting Members, non-Town Meeting Members, visitors other than attorneys.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator announced that the proponents no longer have an interest in Article 2 and requested unanimous consent to

withdraw this article. Town Meeting Members indicated that there were no objections to the withdrawal of this article and it was voted unanimously to withdraw Article 2.

The Moderator announced that Article 1 is subject to a motion to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 1 and Town Meeting Members responded with "question" or "debate" to Article 1.

The Moderator thanked Ned Cooley and Mackenzie Wade for manning the microphones and Tarkan Tekan for setting up and maintaining the audio system.

ARTICLE 1: APPROPRIATE FOR PARKING AND ACCESS IMPROVEMENTS - POLLARD SCHOOL

To see if the Town will vote to raise and/or transfer and appropriate \$758,000 for design, engineering, and constructing parking and access improvements at the Pollard Middle School, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws or any other enabling authority, or take any other action relative thereto.

Article Information: Several improvements are needed to the Pollard Middle School in order to accommodate the incoming Newman School students during the 2011/12 school year. Young students will be relocated to the Pollard modular classrooms while construction is taking place at the Newman School. The November 2010 Special Town Meeting appropriated \$357,000 for retrofitting the modular classrooms, and \$85,000 for continued development of traffic and parking options for the 2011/2012 school year.

This project would fund the design and construction of parking and access improvements including the creation of 36 temporary spaces on the existing tennis courts, with 33 additional spaces added along the proposed new access road from Dedham Avenue. This plan, in conjunction with existing parking elsewhere on site, will satisfy the expected demand, with the exception of 13 staff and visitor spaces which will continue both on the street and on the existing bus loop on Harris Avenue. The long term parking plan provides 37 new spaces (one additional space is added after the Newman children relocate), over what exists today. The 37 parking spaces, when combined other parking on-site, will provide adequate parking for existing teachers and staff without the need for on-street parking. The improvements for the additional parking and access road are anticipated to cost \$664,000 with the remainder allocated to upgrading the existing parking lot behind the school.

MOVED: That the Town vote to raise and/or transfer and appropriate \$758,000 for design, engineering, and constructing parking and access improvements at the Pollard Middle School, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws.

A motion to amend was offered by Mr. Gerald A. Wasserman by adding an emergency preamble as follows: "This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town and therefore final vote of the Town Meeting passing this measure shall be immediately operative".

Gerald A. Wasserman, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that this article was presented at the November 8, 2010 Special Town Meeting. At the time the proposal was rushed due to the timing. Since then the proponents have worked hard to come up with an appropriate proposal which needs to be completed by fall. He also noted that this project will continue to be beneficial to the Pollard Middle School even after the Newman students return to their school.

Marianne B. Cooley, member, addressed this proposal on behalf of the School Committee. She explained that her committee listened to the concerns of Town Meeting last fall and brought back a safe, well planned proposal. This proposal provides a safe area at the Pollard Middle School for 175 Newman School children as well as the future. She explained that there was no more space for additional modular classrooms at Newman and that cost would have been \$1.2 million. The decision to house 175 students in grades Pre Kindergarten to Kindergarten at Pollard was made because of lower overall cost and lack of space at Newman to accommodate enough modular classrooms for all children. She noted that 35 of the 175 students have disabilities. This proposal will provide a safe area for drop-off and pick-up plus improvements to the parking area and modular classrooms. Ms. Cooley thanked Town Meeting for letting them bring back this article.

Mr. George Kent, member, reviewed the proposed project on behalf of the Permanent Public Building Committee. He explained that this project will provide a safe bus and parent drop-off area to the modular classrooms and required parking for the Newman staff. He explained that there are staggered school days for these students and the start times vary. There are 175 AM and PM students, 51 staff and 5 van spaces. The present area was too small and accessible sidewalks are needed. He further noted that the project development process is now completed. This project was discussed with the Planning Board including cost development and they have approved the project.

Mr. Kent also noted that the original plan cut into the hill adjacent to the neighborhood, but this has been modified to a 90 foot buffer in which landscaping will be provided. The Harris Avenue parking lot is not good for the Pre-K and K students as they would have to walk through the whole school in order to reach the modular classrooms. The proposal includes permanent parking and temporary parking at the tennis courts. The gated bus access from Dedham Avenue meets short-term parking needs and long term parking for the future. A total of 90 spaces will be created behind the school. Letters of support were presented by both the Police and Fire Chiefs.

In conclusion, Mr. Kent stated that this proposal creates no overlap of the Pollard students and the Newman Students. There will be less traffic in the neighborhoods. It meets energy requirements.

There is improved public safety and minimum traffic impacts as well as long term benefits.

Mr. John P. Connelly, member, addressed this proposal on behalf of the Finance Committee. According to Mr. Connelly, the Finance Committee has followed this project closely since November. The Permanent Public Building Committee followed proper planning procedures, explored various options, conducted research of which the Finance Committee approves, addressed storm water management and received cost estimates. The long-term benefit is the creation of 37 new badly needed parking spaces. The Finance Committee voted unanimously to approve this project.

In response to an inquiry from Joshua Levy regarding the necessity of increased parking and access improvements for the Newman students, Marianne Cooley stated that this proposal is by far a better solution as well as valuable for long term purposes.

Mr. James G. Healy presented three questions. He suggested that the presentation by the neighbors last fall was excellent. He questioned if these neighbors were involved in the new process and if they were in agreement with the new proposal. He also asked if there will still be 37 parking spaces once the tennis court is restored. In response, Mr. Kent stated that the neighbors were involved and in agreement with the new proposal and there will be additional parking spaces available after the tennis courts are restored.

In response to a safety concern regarding students crossing Dedham Avenue and George Aggott Road, Mr. Kent stated that there are no plans to install signs at that intersection. The students can walk up to the Dedham Avenue/Bradford Road intersection where the signs are currently installed.

In response to an inquiry from Mr. Glenn S. Orenstein regarding the new parking area in which cars and busses are going in opposite directions, Mr. Kent explained that there are staggered drop-off and pick-up times. He also stated that the Police Chief feels it would be a safety issue to have cars coming onto Dedham Avenue.

In response to an inquiry from Mr. Philip V. Robey, Mr. Kent advised that there is no plan at the present time to use the access road once the Newman students leave the Pollard Middle School.

Mr. Paul A. Siegenthaler noted that Needham has discouraged students from crossing Dedham Avenue at George Aggott Road. However, for safety purposes, he suggested the need for lights and a crosswalk. He also suggested the need for the tennis courts to be restored for the town's tennis programs. Marianne B. Cooley explained that the School Department sits down with the Police Chief every year to look at various safety issues in town. Mr. Kent stated that the tennis courts will be restored as soon as possible after the Newman students return to Newman Elementary School.

In response to an inquiry from Susan W. Abbott, Mr. Kent advised that the town has addressed the storm water run-off and that it was required for Planning Board approval.

In response to an inquiry from Mr. Martin L. B. Walter, Mr. John P. Connelly, member of the Finance Committee, stated the town does not have \$758,000 in the budget and must borrow over time for improvements. Mr. Wasserman advised that the bus entrance will be closed at the end of the period.

Mr. David L. Escalante questioned why this proposal was not addressed years ago since the Pollard School has been here for fifty years. He is concerned with the need to spend \$758,000 to

provide access to 35 special needs students. He spoke in opposition to this proposal.

Barbara K. Popper asked for a response from the Superintendent of Schools. Unanimous consent was given to allow Mr. Daniel Gutekanst, Superintendent and non-resident, to address Town Meeting. He advised that there are long term benefits to this proposal including improved spaces, parking and sidewalks for both pollard teachers, students and the temporary 175 Newman students.

Both Mr. James G. Healy and Mrs. Maureen T. McCaffrey expressed concern with the safety issue. Mr. Healy suggested looking at the possibility of one-way traffic on Glenwood Road. Unanimous consent was given to allow Police Chief Tomas Leary, non-resident, to address Town Meeting. Chief Leary noted that there is a state law regarding regular traffic entering from Dedham Avenue.

A motion to move the previous question was offered by Mr. Michael Diener. The motion was presented and the motion carried as declared by the Moderator.

The motion to amend to add an emergency preamble was presented and carried by a two-thirds voice vote as declared by the Moderator.

ACTION: The main motion, as amended was presented but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt. The following tellers were sworn in by the Moderator: Roy A. Cramer, Eric J. Bailey, Jane B. Murphy, Holly Anne Clarke, and John F. Milligan. The motion was again presented and carried by a count of hands. The hand count was Yes – 144 No – 25.

VOTED: That the Town vote to raise and/or transfer and appropriate \$758,000 for design, engineering, and constructing parking and access improvements at the Pollard Middle School, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Chapter 44 of the General Laws. This is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

ARTICLE 2 was withdrawn by unanimous consent earlier this evening.

At 9:20 P.M. Mr. John A. Bulian on behalf of the Board of Selectmen offered the following Resolution:

THE FOLLOWING RESOLUTION

Was offered

In memory of George Tarallo

WHEREAS:

George Tarallo was born and raised in Hyde Park, Massachusetts. He and his wife Helen Larrabee settled in Needham on Ardmore Road, where they remained for the rest of their lives; and

WHEREAS: George Tarallo worked as a stamp appraiser for the H.E. Harris Company for forty years. In retirement, George worked for the Needham Assessors' Office as a data collector through the CETA program; and

WHEREAS: Although they had no children of their own, George and Helen were devoted to their nephews John and Ray Larrabee, spending many holidays and vacations together; and

WHEREAS: George Tarallo was a sports enthusiast. He loved all sports, especially baseball and the Boston Red Sox. He was a season ticket holder and would often take his nephews to Sunday afternoon games at Fenway Park; and

WHEREAS: Throughout his life, George Tarallo was an avid stamp collector and history buff. He spent hours researching the history of Hyde Park and Needham, and was a member of the Hyde Park and Needham Historical Societies; and

WHEREAS: George Tarallo served as a Town Meeting Member for Precinct B for more than 30 years, from 1978 to 2009;

NOW THEREFORE, be it resolved by this body that the March 14, 2011 Special Town Meeting be dissolved in honor of the civic and community contributions of George Tarallo to the Town of Needham.

ACTION: At 9:25 P.M. the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

RECORD OF THE ANNUAL TOWN ELECTION**Tuesday April 12, 2011**

Pursuant to a Warrant issued by the Selectmen March 8, 2011, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the twelfth day of April in the year 2011 at forty-five minutes after six o'clock in the forenoon for the purpose of nominating Town Officers and Town Meeting Members. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Cafeteria
 Precinct B - Hillside School - Cafeteria
 Precinct C - Newman School - Gymnasium
 Precinct D - Newman School - Gymnasium
 Precinct E - Pollard Middle School - Inner Room
 Precinct F - Stephen Palmer Community Room
 Precinct G - Broadmeadow School Performance Center
 Precinct H - Broadmeadow School Performance Center
 Precinct I - William Mitchell School - Gymnasium
 Precinct J - William Mitchell School - Gymnasium

The polls were opened at forty-five minutes after six o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
 Two Selectmen for Three Years;
 One Assessor for Three Years;
 Two Members of School Committee for Three Years;
 One Trustee of Memorial Park (trustee of soldiers' memorials - veteran) for Three Years;
 Three Trustees of Needham Public Library for Three Years;
 One Member of Board of Health for Three Years;
 One Member of Planning Board for Five Years;
 One Member of Needham Housing Authority for Five Years;
 One Commissioner of Trust Funds for Three Years;
 One Member of Park and Recreation Commission for Three Years;
 Two Constables for Three Years;

Eight Town Meeting Members from Precinct A for Three Years;
 Seven Town Meeting Members from Precinct B for Three Years;
 Eight Town Meeting Members from Precinct C for Three Years;
 One Town Meeting Member from Precinct C for One Year;
 Eight Town Meeting Members from Precinct D for Three Years;
 One Town Meeting Member from Precinct D for One Year;
 Eight Town Meeting Members from Precinct E for Three Years;
 Eight Town Meeting Members from Precinct F for Three Years;
 Eight Town Meeting Members from Precinct G for Three Years;
 One Town Meeting Member from Precinct G for Two Years
 Eight Town Meeting Members from Precinct H for Three Years;
 Nine Town Meeting Members from Precinct I for Three Years;
 Eight Town Meeting Members from Precinct J for Three Years.

The ballot box returns in the Precincts were as follows:

<u>PRECINCTS</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
6:45 A.M.	0	0	0	0	0
7:00 A.M.	0	0	1	0	0
8:00 A.M.	10	0	12	14	18
9:00 A.M.	21	38	37	32	27
10:00 A.M.	30	53	53	53	44
11:00 A.M.	48	68	73	76	61
12:00 NOON	55	94	91	87	82
1:00 P.M.	72	110	105	103	88
2:00 P.M.	86	125	118	114	102
3:00 P.M.	95	130	130	118	128
4:00 P.M.	102	156	142	133	149
5:00 P.M.	115	175	159	144	181
6:00 P.M.	125	192	186	169	221
7:00 P.M.	151	216	213	193	251
8:00 P.M.	168	230	235	210	279

<u>PRECINCTS</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>
6:45 A.M.	0	0	0	0	0
7:00 A.M.	2	0	20	4	15
8:00 A.M.	12	28	41	24	25
9:00 A.M.	22	38	72	49	47
10:00 A.M.	62	54	100	75	66
11:00 A.M.	96	75	122	94	90
12:00 NOON	149	105	150	120	114
1:00 P.M.	168	128	173	130	132
2:00 P.M.	178	148	206	163	143
3:00 P.M.	189	167	224	177	156
4:00 P.M.	214	202	264	204	178
5:00 P.M.	244	230	294	235	192
6:00 P.M.	263	269	320	264	214
7:00 P.M.	288	299	357	298	254
8:00 P.M.	318	357	394	322	279

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9.58 P.M., April 12, 2011.

The total number of votes cast was as follows:

	Total
Precinct A	168
Precinct B	230
Precinct C	235
Precinct D	210
Precinct E	279
Precinct F	319
Precinct G	357
Precinct H	394
Precinct I	322
Precinct J	279

TOTAL	2,793
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(The absentee ballots are included in the Total Vote)

TOTAL VOTE CAST – 2,793
(14.70% of Registered Voters)

The result of the balloting was as follows:

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	168	230	235	210	279	319	357	394	322	279	2,793

MODERATOR (for one year)(Vote for One)

Michael K. Fee	118	169	171	154	202	235	265	277	236	197	2,024
Scattered Write-Ins	0	4	2	1	0	0	1	1	1	2	12
Blanks	50	57	62	55	77	84	91	116	85	80	757

SELECTMAN (for three years)(Vote for Not More Than Two)

Gerald A. Wasserman	100	135	161	135	158	198	236	222	215	168	1,728
James G. Healy	113	158	158	135	177	205	219	297	212	186	1,860
Scattered Write-Ins	2	2	6	2	2	2	3	0	0	3	22
Blanks	121	165	145	148	221	233	256	269	217	201	1,976

ASSESSOR (for three years)(Vote for One)

Kevin J. Foley	104	147	146	125	155	197	207	251	197	163	1,692
Scattered Write-Ins	1	0	1	0	0	0	0	0	1	1	4
Blanks	63	83	88	85	124	122	150	143	124	115	1,097

SCHOOL COMMITTEE (for three years)(Vote for Not More Than Two)

Michael J. Greis	109	149	162	154	187	204	259	240	234	177	1,875
David J. Ecsedy	28	45	39	28	62	52	54	82	68	54	512
Catherine E. Kurkjian	42	64	58	38	60	80	64	108	62	74	650
Kim Marie Nicols	87	132	127	124	156	170	209	192	180	138	1,515
Scattered Write-Ins	0	1	1	0	0	0	0	0	0	0	2
Blanks	70	69	83	76	93	132	128	166	100	115	1,032

TRUSTEE OF MEMORIAL PARK (Trustee of soldier's memorials – Veteran) (for three years)(Vote for One)

John S. Gallelo	125	166	160	140	173	217	229	267	218	189	1,884
Scattered Write-Ins	0	0	1	0	1	0	0	5	104	89	200
Blanks	43	64	74	70	105	102	128	122	0	1	709

TOWN OFFICES

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
Total # of Votes Cast	168	230	235	210	279	319	357	394	322	279	2,793

TRUSTEE OF NEEDHAM PUBLIC LIBRARY (for three years)(Vote for Not More Than Three)

Thomas M. Harkins	101	157	156	133	170	205	236	238	213	178	1,787
Lois F. Sockol	102	141	155	145	153	203	202	240	212	170	1,723
Richard C. Hardy	85	126	138	113	142	165	174	211	187	153	1,494
Scattered Write-Ins	0	0	1	0	0	0	0	1	1	1	4
Blanks	216	266	255	239	372	384	459	492	353	335	3,371

BOARD OF HEALTH (for three years)(Vote for One)

Edward V. Cosgrove III	103	160	159	135	164	201	216	245	208	168	1,759
Scattered Write-Ins	0	0	0	1	0	0	0	1	0	1	3
Blanks	65	70	76	74	115	118	141	148	114	110	1,031

PLANNING BOARD (for five years)(Vote for One)

Bruce T. Eisenhut	71	109	107	128	139	159	176	177	181	143	1,390
Frank S. Gallelo	82	96	102	62	103	110	132	164	96	96	1,043
Scattered Write-Ins	0	0	0	0	1	0	0	0	0	0	1
Blanks	15	25	26	20	36	50	49	53	45	40	359

NEEDHAM HOUSING AUTHORITY (for five years)(Vote for One)

William DeBear	96	147	147	121	149	195	210	225	190	168	1,648
Scattered Write-Ins	0	0	0	1	0	0	0	1	0	1	3
Blanks	72	83	88	88	130	124	147	168	132	110	1,142

COMMISSIONER OF TRUST FUNDS (for three years)(Vote for One)

Louise L. Miller	101	151	163	127	164	203	202	234	197	166	1,708
Scattered Write-Ins	0	1	1	0	0	0	1	0	1	1	5
Blanks	67	78	71	83	115	116	154	160	124	112	1,080

PARK & RECREATION COMMISSION (for three years)(Vote for One)

Write-Ins:											
Kathleen D. Robey	14	22	45	32	44	43	44	64	45	44	397
Andrea L. Shorthose	14	39	35	41	54	105	86	95	46	38	553
Scattered Write-Ins	6	3	0	0	0	0	0	0	0	8	17
Blanks	134	166	155	137	181	171	227	235	231	189	1,826

CONSTABLE (for three years)(Vote for Not More Than Two)

Paul F. Hunt	106	145	146	127	151	176	192	224	191	167	1,625
Charles G. Wright	93	15	138	115	151	176	185	209	179	154	1,535
Scattered Write-Ins	0	0	0	0	1	0	1	1	0	0	3
Blanks	137	180	186	178	255	286	336	354	274	237	2,423

TOWN MEETING MEMBERS

* *Not Elected*
 ** *Tie Vote*

PRECINCT A (For three years) (Vote for Not More Than Eight)

Richard S. Creem	100	Irwin Silverstein	107
John D. Genova	102	Nina Silverstein	104
Donald B. Gratz	105	Write-Ins:	
Karen N. Price	108	Tyson P. King	4
Louise L. Schneider	96	* John E. Cross	2
		Scattered Write-Ins	1

PRECINCT B (For three years) (Vote for Not More Than Seven)

William G. Doyle	127	Gerald C. Rovner	121
Cathy M. Freedberg	127	Sarah Ann Toran	139
Scott McConchie	123	Elizabeth Jane Grimes	135
Glenn S. Orenstein	122	Scattered Write-Ins:	2

PRECINCT C (For three years) (Vote for Not More Than Eight)

Paul S. Alpert	150	Sandra Balzer Tobin	149
Peter A. Alpert	145	Adelaide C. Young	132
Mark J. Gluesing	146	Write-Ins:	
James D. Masterman	143	Susan B. Neckes	12
Claire Patricia Messing	145	Scattered Write-Ins	16

PRECINCT C (For three years) (Vote for One)

Write-Ins:		Scattered Write-Ins:	8
Edward J. Doherty	3		

PRECINCT D (For three years) (Vote for Not More Than Eight)

Roy A. Cramer	116	Gregory John Shesko	115
Kathryn L. D'Addesio	120	Ralph A. Toran	125
Ann DerMarderosian	121	Richard J. Lunetta	117
Roger B. Hunt	110	Carl S. Ship	104
		Scattered Write-Ins	2

PRECINCT D (For three years) (Vote for One)

Gary B. McNeill	138	Scattered Write-Ins:	0
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PRECINCT E (For three years) (Vote for Not More Than Eight)

Constance S. Barr	172	William J. Supple	172
Ann M. Cosgrove	162	Walter T. Decker	124
Linda J. George	141	Write-Ins:	
Jane A. Howard	152	Christine Harvey	19
Ronald W. Ruth	140	* Michael Retzky	9
		Scattered Write-Ins	20

TOWN MEETING MEMBERS* *Not Elected*** *Tie Vote***PRECINCT F (For three years) (Vote for Not More Than Eight)**

Gilbert W. Cox, Jr.	175	William A. Zoppo	138
Gail E. Davis	172	* Jeffrey M. Friedman	91
Richard W. Davis	155	* Richard P. Paolini	98
John F. Milligan	174	Michael L. Verdun	132
Michael L. Niden	153	Scattered Write-Ins:	1
Deborah S. Winnick	171		

PRECINCT G (For three years) (Vote for Not More Than Eight)

Susan W. Abbott	173	Kathleen D. Robey	157
Patricia B. Buckley	165	Susan Welby	181
* Fran Gallagher	143	* Michael J. Litchman	76
Kathleen J. O'Keefe	148	Kenneth Scott Muldoon	169
Jill E. Owens	148	Scattered Write-Ins:	7
Barbara K. Popper	151		

PRECINCT G (For two years) (Vote for One)

* Robert J. Dermody	105	* Rochelle E. Goldin	49
Katy M. Dirks	135	Scattered Write-Ins	0

PRECINCT H (For three years) (Vote for Not More Than Eight)

Heinz R. Brinkhaus	214	Jeffrey S. Shapiro	170
Robert Y. Larsen	207	* Joan S. Smith	155
Marjorie M. Margolis	208	Paula R. Callanan	162
Nancy E. McCarthy	199	Richard M. Reilly	255
Paul T. Milligan	185	Scattered Write-Ins:	3

PRECINCT I (For three years) (Vote for Not More Than Nine)

Paul F. Denver	202	Maura O. Walsh	185
David J. Ecsedy	141	Kathleen D. Whitney	160
Thomas H. Hannigan, Jr.	172	* Todd L. Glaskin	119
John P. O'Leary	168	Josephine Luppino Ochalla	151
Paul Robey III	183	Scattered Write-Ins:	9
David Paul Supple	170		

PRECINCT J (For three years) (Vote for Not More Than Eight)

William R. Dermody	179	Write-Ins:	
Michael J. Greis	156	Karen R. Shamon	35
Rebecca C. Turner	143	Colleen F. Schaller	22
John W. Filoon III	155	* Carol I. Urwitz	11
David P. Montgomery	144	Scattered Write-Ins:	30
Christopher Mooney	146		

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrance to the polling place and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST

ELECTION

(To break A Tie Vote in Precinct B
of Two Write-In Candidates for a Two-Year Term)
Tuesday, April 26, 2011
7:15 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct B was held on Tuesday, April 26, 2011 at 7:15 P.M. for the purpose of electing one of two write-in candidates receiving tie votes to fill the vacancy in the elected membership of Town Meeting Members in Precinct B for a two-year term. The ballots were cast with the following results:

Marianna Borrelli	5	Votes
Catherine E. Kurkjian	0	Votes

RECORD OF ANNUAL TOWN MEETING**Monday, May 2, 2011**

Pursuant to a Warrant issued by the Selectmen March 8, 2011 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Monday, May 2, 2011, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 209 voters, including 206 Town Meeting Members, were checked on the list as being present.

A short video was shown depicting the first Needham Town Meeting in 1711 created by Needham students the Needham Tercentennial celebration.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. The Moderator led Town Meeting Members in the Pledge of Allegiance and God Bless America.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator stated that Town Meeting Members may only sit in the first ten (eleven) rows as indicated by the Marshalls and as signified by the pylons. He further noted that there are two microphones which must be used for comments from the floor. Tonight these microphones are being provided to you by Michael Escalante and Ned Cooley.

The Moderator announced the following ground rules and these were adopted unanimously:

1. Please rise to be recognized and address remarks to the Moderator. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise, shout "Mr. Moderator" or raise your hand high to inform the Chair so that appropriate accommodations may be made.
2. Anyone entering or exiting the hall while we are in session must use care not to disrupt the session and in particular, must not slam the doors.
3. No eating, drinking or smoking is permitted in the hall.
4. No firearms or weapons may be brought into the hall.
5. No hats in the hall may be worn except by uniform personnel or for medical reasons.
6. Members and attendees must observe our rules of practice and civility. A speaker will be ruled out of order who refers to individuals or personalities or in the judgment of the Moderator, exceeds the bounds of civility. Please remember that

we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

7. All commentary, remarks and inquiries must be addressed to the Moderator as Chair.

8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

10. Short motions to amend and procedural motions need not be in writing.

11. Parliamentary motions known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

14. As stated in the Moderator's memorandum to Town Meeting Members in connection with our Annual Town Meeting, inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.

15. Unanimous consent was given to adopt the following limits of debate:

Committee Chairpersons, Proponents, Attorneys representing proponents – 15 Minutes.

Town Meeting Members, non-Town Meeting Members, visitors other than attorneys – 5 Minutes in total per article.

Rules concerning budget and Cash Capital Articles

In keeping with our tradition, the Moderator sought consent for a rule of procedure and debate for discussion under Article 25, the Fiscal Year 2012 Operating Budget, as well as under Articles 26, 27 and 28, the enterprise fund budgets. That rule would provide that a motion to amend under these articles which adds funds to a particular line item will not be in order unless the moving party identifies another line item or items that will be reduced in order to fund the proposed increase.

For the fourth year in a row, we are, under Article 36, addressing the requested funding for distinct capital items under one main motion. The Moderator sought unanimous consent for the same rule of procedure we have employed with our budget articles and motions. This rule would provide that a motion to amend one of the items within Article 36 will be out of order unless the moving party identifies an item or items within that same Article 36 that will be reduced to fund the increase.

The adoption of the Rules concerning budget and Cash Capital Articles was presented and passed by majority vote as declared by the Moderator.

Hearing no objection, the Moderator finds by majority vote that the remaining rules of practice concerning debate and rules of procedure as described by the Moderator are voted and adopted and the Town Clerk will so record.

The Moderator explained that his day job would interfere with his attendance at Town Meeting on Wednesday, May 4, 2011. He requested that Paul T. Milligan, Esq., Town Meeting Member from Precinct H, be appointed temporary Moderator. There were no objections to the temporary appointment of Paul T. Milligan to serve as Moderator on Wednesday, May 4, 2011.

The Moderator introduced three AFS (American Field Service) students who are staying with families in Needham for the school year – Frederik Stramm from Germany, Rachel Souvra from France and Abdulla Al-Azeez from Saudi Arabia.

The Moderator announced that the American Field Service and Ms. Jane Howard have arranged for coffee and donuts to be available at our recess. Proceeds support the AFS program.

He also announced that Mr. Paul Attridge from the Needham Exchange Club would like to invite businesses and community organizations throughout Town – even neighborhoods – to plan, build and enter floats in this year's Fourth of July Parade. The Moderator noted that the membership of Town meeting represents a multitude of business, governmental, political, cultural, civic, and religious organizations, so we're asking all Town Meeting Members to "spread the word" and encourage their respective organizations and neighborhoods to become involved. For more information, please contact float committee chairmen Russell Garlick and Don Gratz, or any Exchange Club member.

And the pre-assigned Boston Pops tickets for Needham Night at the Boston Pops can be picked up at the Needham Historical Society at 1155 Central Avenue at the Newman School on Saturday, May 7, 2011 from 10:00 A.M. to 2:00 P.M. and Friday, May 13, 2011 from 6:00 P.M. to 9:00 P.M.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator noted that there are no changes in affirmative motions.

The Moderator announced that the proponents no longer have an interest in Articles 15, 17, 18, 19, 47, 48, and 49 and requested unanimous consent to withdraw these articles. Town Meeting Members indicated that there were no objections to the withdrawal of these articles and it was voted unanimously to withdraw Articles 15, 17, 18, 19, 47, 48, and 49.

The Moderator announced that Articles 9, 10, 11, 12, and 13 are subject to motions to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 3. No Town Meeting Members responded with "question" or "debate" to Articles 3, 4, 5, 7, 8, 14, 21, 23, 24, 26, 27, 29, 30, 35, 39, 44, 45, and 46. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

There were no reports submitted.

ARTICLE 3: NON-BETTERMENT STREET ACCEPTANCE – FARLEY POND LANE

To see if the Town will vote to accept the following streets or portions thereof, constructed by developers under the requirement of the Subdivision Control Law and as laid out by the Board of Selectmen in accordance with plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plans: Farley Pond Lane; or take any other action relative thereto.

Article Information: After the installation of a sewer main in the Farley Pond Lane area, each residence has been connected to the Town's sewer system. The roadway and sub-surface infrastructure are now in compliance with Town standards and the street is eligible to be accepted as a public way.

MOVED: That Town vote to accept the following streets or portions thereof, constructed by developers under the requirement of the Subdivision Control Law and as laid out by the Board of Selectmen in accordance with plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plans: Farley Pond Lane.

ACTION: So voted by unanimous consent.

ARTICLE 4: LAYOUT OF GREAT PLAIN AVENUE

To see if the Town will vote to accept the following streets or portions thereof, previously constructed and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plan: A Portion of Great Plain Avenue; or take any other action relative thereto.

Article Information: During the process of conveying the Upper Hersey commuter lot to the MBTA in the recent land swap for the Needham Heights commuter lot, it was determined that the layout

of Great Plain Avenue did not include all of the existing indented on-street parking and sidewalk. The re-layout of this portion of Great Plain Avenue will ensure that the Town retains control of the on-street parking and sidewalk areas once the commuter parking lot is under the ownership of the MBTA. The re-layout affects the portion of Great Plain Avenue on the west side from Harris Avenue to the MBTA right of way, approximately 955 feet.

MOVED: That the Town vote to accept the following streets or portions thereof, previously constructed and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plan: A Portion of Great Plain Avenue.

ACTION: So voted by unanimous consent.

ARTICLE 5: AMEND ZONING BY-LAW - TECHNICAL AMENDMENTS FOR NEW ENGLAND BUSINESS CENTER, HIGHLAND COMMERCIAL-128 AND MIXED USE-128 DISTRICTS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 3.2.4, Uses in the New England Business Center, Subsection 3.2.4.1, Permitted Uses, as follows:

- a. By adding to (f) at the beginning of the subsection: "Medical laboratory or"
- b. By adding a new section: "(l) More than one building on a lot."
- c. By adding a new section: "(m) More than one use on a lot."

2. Amend Section 3.2.5, Uses in the Highland Commercial-128 District, Subsection 3.2.5.1, Permitted Uses, as follows:

- a. By adding to the beginning of the subsection (h): "Medical laboratory or"
- b. By adding new section: "(j) More than one building on a lot."
- c. By adding new section: "(k) More than one use on a lot."

3. Amend Section 3.2.6, Uses in the Mixed Use-128 District, Subsection 3.2.6.1, Permitted Uses, as follows:

- a. By adding to the beginning of (j): "Medical laboratory or"
- b. By adding new section: "(o) More than one building on a lot."
- c. By adding new section: "(p) More than one use on a lot."

Or take any other action relative thereto.

Article Information: Consistent with the vision and intent of the 2002 Zoning Amendments regarding the New England Business Center, Highland Commercial-128 and Mixed Use-128, mixed commercial uses and multiple buildings on one lot were permitted and encouraged. The Planning Board has recognized this in recent permitting. This amendment would codify the intent of the original zoning plan for the three business districts. In addition, although the medical laboratory use arguably falls within permitted laboratory uses, the amendment is recommended to clarify this intent.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 3.2.4, Uses in the New England Business Center, Subsection 3.2.4.1, Permitted Uses, as follows:

- a. By adding to (f) at the beginning of the subsection: "Medical laboratory or"
- b. By adding a new section: "(l) More than one building on a lot."
- c. By adding a new section: "(m) More than one use on a lot."

2. Amend Section 3.2.5, Uses in the Highland Commercial-128 District, Subsection 3.2.5.1, Permitted Uses, as follows:

- a. By adding to the beginning of the subsection (h): "Medical laboratory or"
- b. By adding new section: "(j) More than one building on a lot."
- c. By adding new section: "(k) More than one use on a lot."

3. Amend Section 3.2.6, Uses in the Mixed Use-128 District, Subsection 3.2.6.1, Permitted Uses, as follows:

- a. By adding to the beginning of (j): "Medical laboratory or"
- b. By adding new section: "(o) More than one building on a lot."
- c. By adding new section: "(p) More than one use on a lot."

ACTION: So voted by unanimous consent.

ARTICLE 7: AMEND ZONING BY-LAW - NEIGHBORHOOD BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 3.2.3, Uses in the Neighborhood Business District, Subsection 3.2.3.1 Permitted Uses, as follows:

a. Delete in (j) the words: "provided such structure was in existence prior to December 31, 1992 and was previously used as a single-family detached dwelling".

b. Delete in (k) the words: "provided such structure was in existence prior to December 31, 1992 and was previously used as a two-family detached dwelling" and add the words "provided they comply with the reconstruction provisions of Section 1.4.7.4."

c. Amend (p) to read: "Beauty salon, day spa, barber shop, tailor, dressmaker, shoe repair, photographic processing, photocopying and reduction services but not commercial printing, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per establishment."

d. Add "(v): Professional offices, not listed in (q), provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per company."

e. Add “(w): Offices for consumer sales and/or services totaling no more one thousand five hundred (1,500) square feet per company.”

f. Add “(x) General office uses, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per company.”

g. Add at the end of this section: “As to uses (l)-(x) above, all operations must be conducted entirely within an enclosed building. Storage of equipment and products outdoors during non-operating hours is prohibited. Commercial delivery and/or maintenance trucks must be parked during non-operating hours in a garage or in an outdoor area not within the required setback for the principal building and shall be screened from the view of the abutting lots and street(s). If operations of the aforementioned uses are in whole or in part conducted outdoors during operating hours, such uses shall be deemed to be uses permitted by special permit pursuant to Section 3.2.3.2.”

2. Amend Section 3.2.3, Uses in the Neighborhood Business District, Subsection 3.2.3.2, Uses Permitted by Special Permits as follows:

a. Amend (c) to read: “Bank, provided the gross floor area so used does not exceed three thousand (3,000) square feet gross floor area per company.”

b. Add (k): “Medical, dental or psychiatric office exceeding one thousand (1,000) square feet gross floor area per company.”

c. Add (l): “Professional offices, not listed in 3.2.3.1 (q), exceeding one thousand five hundred (1,500) square feet gross floor area per company.”

d. Add “(m): Offices for consumer sales and/or services exceeding one thousand five hundred (1,500) square feet gross floor area per company.”

e. Add (n): “General office uses exceeding one thousand five hundred (1,500) square feet gross floor area per company.”

f. Add “(o): Uses (l)-(x) of Section 3.2.3.1 conducting operations in whole or in part outdoors during operating hours.”

g. Add at end of this section: “Uses conducted in whole or in part outdoors during operating hours and/or storing equipment and product outdoors during non-operating hours shall be required to provide such screening and landscaping as deemed necessary by the SPGA to shield neighboring residential uses. Except for use (e), commercial delivery and/or maintenance trucks must be parked during non-operating hours in a garage or in an outdoor area not within the required setback for the principal building and shall be screened from the view of the abutting lots and street(s).”

Or take any other action relative thereto.

Article Information: Many owners and realtors are experiencing difficulties in selling and/or leasing properties in this zoning district. Currently, the zoning does not allow single and two-family uses unless they existed prior to 1992 and were continuously used as such. The amendment allows single and two-family uses as of right and expands allowable business uses. The proposed additional uses would permit uses of similar or lesser impact than those presently allowed to be permitted either by right or special permit, thereby affording greater flexibility in finding tenants and/or facilitating sales. The article would also mitigate the impact of any uses in the district by regulating any operations conducted outside, and by mandating screening or indoor storage during non-operating hours.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 3.2.3, Uses in the Neighborhood Business District, Subsection 3.2.3.1 Permitted Uses, as follows:

a. Delete in (j) the words: “provided such structure was in existence prior to December 31, 1992 and was previously used as a single-family detached dwelling.”

b. Delete in (k) the words: “provided such structure was in existence prior to December 31, 1992 and was previously used as a two-family detached dwelling” and add the words “provided they comply with the reconstruction provisions of Section 1.4.7.4.”

c. Amend (p) to read: “Beauty salon, day spa, barber shop, tailor, dressmaker, shoe repair, photographic processing, photocopying and reduction services but not commercial printing, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per establishment.”

d. Add “(v): Professional offices, not listed in (q), provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per company.”

e. Add “(w): Offices for consumer sales and/or services totaling no more one thousand five hundred (1,500) square feet per company.”

f. Add “(x) General office uses, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per company.”

g. Add at the end of this section: “As to uses (l)-(x) above, all operations must be conducted entirely within an enclosed building. Storage of equipment and products outdoors during non-operating hours is prohibited. Commercial delivery and/or maintenance trucks must be parked during non-operating hours in a garage or in an outdoor area not within the required setback for the principal building and shall be screened from the view of the abutting lots and street(s). If operations of the aforementioned uses are in whole or in part conducted outdoors during operating hours, such uses shall be deemed to be uses permitted by special permit pursuant to Section 3.2.3.2.”

2. Amend Section 3.2.3, Uses in the Neighborhood Business District, Subsection 3.2.3.2, Uses Permitted by Special Permits as follows:

a. Amend (c) to read: “Bank, provided the gross floor area so used does not exceed three thousand (3,000) square feet gross floor area per company.”

b. Add (k): “Medical, dental or psychiatric office exceeding one thousand (1,000) square feet gross floor area per company.”

c. Add (l): “Professional offices, not listed in 3.2.3.1 (q), exceeding one thousand five hundred (1,500) square feet gross floor area per company.”

d. Add “(m): Offices for consumer sales and/or services exceeding one thousand five hundred (1,500) square feet gross floor area per company.”

e. Add (n): “General office uses exceeding one thousand five hundred (1,500) square feet gross floor area per company.”

f. Add “(o): Uses (l)-(x) of Section 3.2.3.1 conducting operations in whole or in part outdoors during operating hours.”

g. Add at end of this section: “Uses conducted in whole or in part outdoors during operating hours and/or storing equipment and product outdoors during non-operating hours shall be required to provide such screening and landscaping as deemed

necessary by the SPGA to shield neighboring residential uses. Except for use (e), commercial delivery and/or maintenance trucks must be parked during non-operating hours in a garage or in an outdoor area not within the required setback for the principal building and shall be screened from the view of the abutting lots and street(s)."

ACTION: So voted by unanimous consent on Monday, May 2, 2011.

ARTICLE 8: AMEND ZONING BY-LAW - CORRECTIVE ZONING AMENDMENTS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 4.1.5 Minimum Required Lot Width by replacing "4.5.1" with "4.6.1".

The former section does not contain the minimum frontage requirements referenced; the latter does. The provision would read as follows: "Building lots in all zoning districts recorded or endorsed after January 9, 1986 shall be required to have a minimum lot width for a distance that extends from the front lot line throughout the building or structure not less than the applicable minimum frontage for the district in which said lot is located, as specified in Sections 4.2.1, 4.3.1, 4.4.1 and 4.6.1; except, however, in the Single Residence A District such minimum required lot width shall be at least 120 feet."

2. Amend Section 4.2.4 Flexible Development Consistent with the Subdivision Control Law (a) General by inserting the words "Rural Residence Conservation," after "General Residence," in the last sentence.

The Rural Residence Conservation districts should have been included in the flexible development provision and was inadvertently omitted.

3. Amend second sentence of footnote * in Section 4.3.1 Table of Regulations (applicable to Apartment Districts) by replacing "4.6.2" with "4.7.2".

The former section relates to front and side setbacks in Industrial Districts; the latter to height limitation exceptions in, inter alia, Apartment Districts. The footnote would read: "See height limitation exceptions in Section 4.7.2." Section 4.7.2 is entitled "Height Limitation Exceptions in...Apartment...Districts".

4. Amend Section 4.3.5 Setback for Other Uses in the Dimensional Regulations for Apartment Districts by replacing "4.6.4" with "4.7.1 and 4.7.3."

Section 4.6.4 governs height limitations in Industrial Districts and is not applicable to the front, side and rear line setbacks referenced in 4.3.5 as relating to Apartment Districts. Section 4.7.1 provides Special Conditions relating to Specific Front Setbacks and Section 4.7.3 relates to minimum side line setbacks for a dwelling or institutional building within Apartment Districts. Section 4.3.5 would read: "Front, side, and rear line setbacks for any permitted building or structure, other than an apartment house (or a structure

accessory thereto), shall be the same as required in Section 4.2.1 and 4.7.1 and 4.7.3."

5. Amend Section 4.4.2 (b) Maximum Building Bulk with respect to Dimensional Requirements in Commercial Districts by adding clarifying language after "4.4.5": "third paragraph, second sentence."

4.4.2(b) relates to maximum lot coverage and floor area ratio requirements in the Center Business District. It refers back to Table 1 in subsection (a) and then references Section 4.4.5, which, relating as it does to driveway openings, is not apparently applicable. However, buried in the second sentence of the third paragraph is language permitting the Planning Board by special permit to increase the maximum floor area ratio if a shared driveway eliminates the need for an individual driveway in the Center Business District. Clarity would be afforded by amending this provision. Section 4.4.2(b) would thus read in relevant part: "Buildings and structures which are located on property in the Center Business District are not limited to the maximum lot coverage requirements in this Section 4.4.2 as specified in Table 1, but shall have a maximum floor area ratio of 1.0 or the floor area ratio in existence on January 1, 1990, whichever is greater. "(See also Section 4.4.5, third paragraph, second sentence)"

6. Amend the By-Law by deleting all references in the By-Law to the "Industrial Park" from the captions, as well as from the text and the respective zone requirements.

The Industrial Park district no longer exists so all references to the zone and its specific requirements should be deleted, in particular:

- a. Table of Contents: delete "and Industrial Park" from reference to 4.6 (p. 2)
- b. Classes of Districts Section 2.1: delete "TND P - Industrial Park" (p.17)
- c. Uses in Rural Residence Conservation...Industrial Park Districts Section 3.2.1
 - Delete "and Industrial Park" from caption of section and insert "and" between "Industrial" and "Industrial-1" (p. 23)
 - Delete "TND P" from first sentence in Section 3.2.1 and insert "and" between "TND" and "TND-1" (p. 23)
 - Delete "TND P" column in use table in Section 3.2.1 (pp. 23-34)
 - Delete footnotes (a) and (b) relating to uses in Industrial Park (pp 34-35)
- d. Dimensional Regulations for Industrial and Industrial Park Districts Section 4.6
 - Delete "and Industrial Park" from caption of section (p. 139)
 - Delete "Industrial Park" from row in use table in Section 4.6.1 (p. 139)
 - Delete "or Industrial Park" from the first sentence in Section 4.6.3 (p. 139)
 - Delete "or industrial park" from the first sentence in Section 4.6.5 and insert "or" between "manufacturing" and "industrial" (p. 139)
- e. Special Conditions Section 4.7

Delete “and Industrial Park” from caption of Section 4.7.2 and insert “and” between “Industrial” and “Industrial-1” (p. 141)

Delete “and Industrial Park” from the first sentence in Section 4.7.2 and insert “and” between “Industrial” and “Industrial-1” (p. 141)

Delete “or Industrial Park” from the first sentence in Section 4.7.3 and insert “or” between “Business” and “Industrial” (p. 141)

Delete “or Industrial Park” from the second sentence in Section 4.7.3 and insert “or” between “Business” and “Industrial” (p. 141)

f. Driveway Openings Section 5.1.3

Delete “Industrial Park” from the second sentence of subsection (d) (p. 155)

Delete “or Industrial Park” from first sentence of subsection (j) and insert “or” between “Business” and “Industrial” (p. 156)

Delete “except however, in the Industrial Park District, if more than one lot is held in common ownership and devoted to parking for the same principal use or building, the interior lot lines are excluded from the rear and side setbacks” from third sentence of subsection (j) (p. 156)

g. Accessory Uses Section 6.1.2

Delete “and Industrial Park” from the first sentence in Section 6.1.2 and insert “and” between “Rural Residence–Conservation” and “Institutional” (p. 161)

h. Limited Heliports Section 6.5.1

Delete “and Industrial Park” from the first sentence in Section 6.5.1 (p.164)

i. Building or Use Permit Section 7.2.5

Delete “Industrial Park District” from the first sentence of this section. (p. 183)

j. Authority and Specific Powers of Design Review Board Section 7.7.2.2

Delete “Industrial Park District” from second paragraph of this section (p. 195)

7. Further Amend Section 4.7.2 Height Limitation Exceptions in Business, Apartment, Industrial, Industrial-1 and Industrial Park Districts by replacing references to “Section 4.4.2 and 4.5.4” in the first paragraph with “Section 4.4.3 and 4.6.4” and replacing the reference to “Section 4.3.2” in the second paragraph with “Section 4.3.1”

This section, which relates to height limitation exceptions in various districts. Section 4.4.2 relates to maximum building bulk requirements, which is not applicable; Section 4.4.3 is the applicable height limitation provision. Section 4.5.4 does not exist; the appropriate reference is Section 4.6.4, the height limitation provision for industrial districts. Similarly, the height limitation provision applicable to Apartment districts is Section 4.3.1 not the referenced 4.3.2. The first sentence of the first paragraph should read in relevant part: “In Business... the limitation of height in feet in Section 4.4.3 and 4.6.4 shall not apply to towers, steeples...” The second paragraph should read in relevant part: In Apartment districts the limitation of height in feet in Section 4.3.1 shall not apply to the structures enumerated herein except...”

8. Amend Section 4.7.5 Reduction in Dimensional Regulations by Special Permit by correcting the

reference in the second paragraph from “This Section 4.6.5” to “This Section 4.7.5”.

The reference in the second paragraph incorrectly refers to the section as 4.6.5 rather than 4.7.5. This paragraph should read: “This Section 4.7.5 shall apply only to buildings...”

9. Amend Section 4.10.4 Gould Street-Highland Avenue Buffer in the Dimensional Regulations for Industrial-1 District by replacing “4.6.1(e) and (f)” with “4.7.1 (b) and (c).”

This section refers back to special front building setback lines. Sections 4.6.1 (e) and (f) do not exist. The appropriate references are 4.7.1 (b) and (c). This sentence would read: “The special front building setback lines of 50 feet, as provided for in Subsections 4.7.1 (b) and (c), shall be landscaped vegetative buffer area in the Industrial-1 District.”

10. Amend Section 5.1.3 Driveway Openings by deleting Sections “4.5.6 and 4.7.3” and replace them with Sections “4.6.6 and 4.10.3”.

This section addresses driveway opening regulations in Business, Industrial and Industrial-1 Districts. While the first section referenced (4.4.5) does relate to driveway openings in Business Districts, the other two sections are mislabeled. Driveway openings in Industrial Districts are covered by Section 4.6.6 and driveway openings in Industrial-1 District are addressed in Section 4.10.3. The second sentence should read: “See Sections 4.4.5, 4.6.6, and 4.10.3 for Driveway Openings Regulations in Business, Industrial and Industrial-1 Districts.”

11. Amend Section 5.5 Signs by deleting “XIX” and inserting “5”.

The proper reference to the Needham Sign By-Law is no longer Article XIX but Article 5 of the General By-Laws. The sentence should read: “Signs within the Town are regulated and controlled by Article 5 of the Town’s General By-Laws.”

12. Amend Section 7.7.2.2 Authority and Specific Powers of the Design Review Board by inserting in the first sentence of the second paragraph between the words “Industrial District” and “Industrial-1 District” the words “Elder Services Zoning District”.

When this new zoning district was added, review by the Design Review Board through major site plan review for such projects was arguably included; this amendment would make this clear. The first sentence of the second paragraph should read in relevant part: “The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a...Industrial District, Elder Services Zoning District, Industrial-1 District...”

13. Further amend Section 7.7.2.2 Authority and Specific Powers of the Design Review Board by deleting “XIX” and inserting “5” in the last sentence of the second paragraph.

The proper reference to the Needham Sign By-Law is no longer Article XIX but Article 5 of the General By-Laws. The sentence should read: “The Design Review Board shall also review requests for all sign permits, as required under Article 5 of the Needham General By-Laws.”

14. Amend Section 7.7.3 Procedure of the Design Review Board by deleting “XIX” and inserting “5” in the first sentence of the first paragraph.

The proper reference to the Needham Sign By-Law is no longer Article XIX but Article 5 of the General By-Laws. The sentence in relevant part should read: “An application for Design Review Board shall be submitted to the Design Review Board...(See ...Article 5 of the General By-Laws for application procedure for all sign permits.”

15. Amend Section 7.7.4 Design Criteria of the Design Review Board by deleting “XIX” and inserting “5” in the last sentence of this section.

The proper reference to the Needham Sign By-Law is no longer Article XIX but Article 5 of the General By-Laws. The sentence in relevant part should read: “In addition... the Design Review Board shall review requests for sign permits according to the design guidelines listed in Section 3.5 of Article 5 of the General By-Laws.”

Or take any other action relative thereto.

Article Information: Over the years, Town Meeting has approved numerous inserts and other changes to the Zoning By-Law. Unfortunately, when these changes occurred, not all references were changed or deleted as required. This article would correct inaccurate references and delete sections no longer applicable.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 4.1.5 Minimum Required Lot Width by replacing “4.5.1” with “4.6.1”.
2. Amend Section 4.2.4 Flexible Development Consistent with the Subdivision Control Law (a) General by inserting the words “Rural Residence Conservation,” after “General Residence,” in the last sentence.
3. Amend second sentence of footnote * in Section 4.3.1 Table of Regulations (applicable to Apartment Districts) by replacing “4.6.2” with “4.7.2”.
4. Amend Section 4.3.5 Setback for Other Uses in the Dimensional Regulations for Apartment Districts by replacing “4.6.4” with “4.7.1 and 4.7.3”.
5. Amend Section 4.4.2 (b) Maximum Building Bulk with respect to Dimensional Requirements in Commercial Districts by adding clarifying language after “4.4.5”: “, third paragraph, second sentence.”
6. Amend the By-Law by deleting all references in the By-Law to the “Industrial Park” from the captions, as well as from the text and the respective zone requirements.
7. Further Amend Section 4.7.2 Height Limitation Exceptions in Business, Apartment, Industrial, Industrial-1 and Industrial Park Districts by replacing references to “Section 4.4.2 and 4.5.4” in the first paragraph with “Section 4.4.3 and 4.6.4” and replacing the reference to “Section 4.3.2” in the second paragraph with “Section 4.3.1”

8. Amend Section 4.7.5 Reduction in Dimensional Regulations by Special Permit by correcting the reference in the second paragraph from “This Section 4.6.5” to “This Section 4.7.5”.
9. Amend Section 4.10.4 Gould Street-Highland Avenue Buffer in the Dimensional Regulations for Industrial-1 District by replacing “4.6.1(e) and (f)” with “4.7.1 (b) and (c).”
10. Amend Section 5.1.3 Driveway Openings by deleting Sections “4.5.6 and 4.7.3” and replace them with Sections “4.6.6 and 4.10.3”.
11. Amend Section 5.5 Signs by deleting “XIX” and inserting “5”.
12. Amend Section 7.7.2.2 Authority and Specific Powers of the Design Review Board by inserting in the first sentence of the second paragraph between the words “Industrial District” and “Industrial-1 District” the words “Elder Services Zoning District”.
13. Further amend Section 7.7.2.2 Authority and Specific Powers of the Design Review Board by deleting “XIX” and inserting “5” in the last sentence of the second paragraph.
14. Amend Section 7.7.3 Procedure of the Design Review Board by deleting “XIX” and inserting “5” in the first sentence of the first paragraph.
15. Amend Section 7.7.4 Design Criteria of the Design Review Board by deleting “XIX” and inserting “5” in the last sentence of this section.

ACTION: So voted by unanimous consent.

ARTICLE 14: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2011, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	\$66,079
Town Clerk with 6 years of service in that position	\$81,687 (1)
Selectmen, Chairman	\$1,800
Selectmen, Others	\$1,500

- (1) In addition, such compensation shall also include payment of longevity in the amount of \$4,902, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32, in an amount not to exceed \$40,097. The annual salary of \$81,687 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed \$8,326. At the time of separation from Town

service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$11,657; or take any other action relative thereto.

Article Information: In accordance with MGL Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits as close to that of other full-time employees as possible. Payment for longevity, as well as buy-back of sick leave and vacation at the time of separation from Town service, is now included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000, such payment to be made at the time of separation from Town service.

The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977.

MOVED: That the Town vote to fix the compensation of the following elected officers of the Town as of July 1, 2011, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	\$66,079
Town Clerk with 6 years of service in that position	\$81,687 (1)
Selectmen, Chairman	\$1,800
Selectmen, Others	\$1,500

In addition, such compensation shall also include payment of longevity in the amount of \$4,902, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32, in an amount not to exceed \$40,097. The annual salary of \$81,687 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed \$8,326. At the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed \$11,657.

ACTION: So voted by unanimous consent.

ARTICLE 21: TRANSFER OF BUDGETARY FUND BALANCE

To see if the Town will vote to transfer \$3,380,269 from the Budgetary Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in its computation of the tax rate for the fiscal year 2012; or take any other action relative thereto.

Article Information: Budgetary fund balance (free cash) is the result of unexpended appropriations and revenue in excess of estimates from fiscal year 2010.

MOVED: That the Town vote to transfer \$3,380,269 from the Budgetary Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in its computation of the tax rate for the fiscal year 2012..

ACTION: So voted by unanimous consent.

ARTICLE 23: APPROPRIATE FOR SENIOR CORPS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$15,000 for the purpose of funding the Senior Corps program, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

Article Information: The Senior Corps is a program whereby qualified elderly and disabled property owners may work up to 100 hours for the Town. In turn, the individuals are paid approximately \$800, which is applied to their property tax bills. Eligible individuals are entitled to one payment per fiscal year.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$15,000 for the purpose of funding the Senior Corps program, said sum to be spent under the direction of the Town Manager and raised from the tax levy.

ACTION: So voted by unanimous consent.

ARTICLE 24: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$15,051 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

Article Information: The 2009 Annual Town Meeting voted to establish a Property Tax Assistance Program. The goal of the Board of Selectmen is to set a target annual appropriation for the fund equal to the amount of private contributions to the Town's statutory voluntary tax relief program during the preceding fiscal year, up to a maximum appropriation of \$25,000 (2008 dollars). The voluntary fund received \$15,051 in fiscal year 2010.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$15,051 for the purpose of funding the Needham Property Tax Assistance Program, said sum to be spent under the direction of the Town Manager and raised from the tax levy.

ACTION: So voted by unanimous consent.

ARTICLE 26: APPROPRIATE THE FY 2012 RTS ENTERPRISE FUND BUDGET

**Town of Needham
RTS Enterprise
FY 2012**

		FY 2012						Town Meeting Amendments
Line #	Description	FY 2010		FY 2011		FY 2012		
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
101A	Personnel	\$ 624,377	9.0	\$ 635,125	9.0	\$ 639,479	9.0	
101B	Expenses	\$ 1,070,123		\$ 1,115,280		\$ 1,139,984		
101C	Operating Capital	\$ 39,209		\$ 58,000		\$ 43,000		
101D	Debt Service	\$ 149,051		\$ 150,000		\$ 150,000		
102	Reserve Fund	Transfers Only		\$ 45,000		\$ 25,000		
TOTAL		\$ 1,882,760	9.0	\$ 2,003,405	9.0	\$ 1,997,463	9.0	
FY 2012 Budget Percentage Change from FY 2011 Budget								-0.3%

Article Information: This article funds the Town's Recycling Center and Transfer Station (RTS). Approximately 75% of Needham residents make use of the facility directly, and many other residents utilize the RTS through subscription hauler services. The RTS also provides disposal and recycling services for Town Departments, and materials processing and snow dump services for the DPW. The RTS is recognized as having one of the most diverse recycling programs in the Commonwealth.

The RTS handled and processed 6,651 tons of yard waste during FY2010, compared to 7,277 tons in FY2009. The RTS also processed 9,658 tons of public works waste in the materials processing area during FY2010, compared to 8,392 tons in the previous year. This processing work is related to the General Fund contribution to the RTS budget. Had the Town not disposed of the materials through RTS operations, the cost to use private contractors to process this waste would have been higher.

The operating budget for FY2012 is \$5,942, or 0.3% less than the current FY 2011 budget. The change is attributable to a \$4,354 increase in personnel related costs (0.7%), a \$24,704 increase in non-personnel related costs (2.2%), a \$15,000 (-25.9%) decrease in operating capital, and a \$20,000 (-44.4%) decrease in the reserve fund. There is no change in debt service line for next year.

The RTS also reimburses the general fund for costs incurred and paid by the General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The budget is funded through a combination of property tax revenue and user fees.

**Town of Needham
RTS Enterprise
FY 2012**

ACTION: So voted by unanimous consent.

ARTICLE 27: APPROPRIATE THE FY 2012 SEWER ENTERPRISE FUND BUDGET

**Town of Needham
Sewer Enterprise
FY 2012**

*The prior year's F.T.E. totals were lower than the number of positions assigned to the department because the drainage program related work which was performed by the enterprise staff was being accounted for in the DPW General Fund budget so correspondingly the F.T.E. figure related to that work was also reflected in the DPW budget. Effective for FY2012, the drainage program will now be budgeted in the enterprise fund and the enterprise funds will now reflect the F.T.E. assigned to the department.

And to meet this appropriation that \$293,546 be transferred from sewer Enterprise Fund Retained Earnings and that \$469,610 be raised from the tax levy and transferred to Sewer Enterprise Fund, or take any other action relative thereto.

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 6,500 sewer manholes, and 9 sewer pump stations. The Town's sewer system is a collection system that discharges its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the MWRA system and nine other public locations where subdivisions discharge to the MWRA system. Personnel maintain and operate 22 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in nine pumping facilities located throughout town.

Effective in FY2012, the drains program will be accounted for in the Sewer Enterprise Fund budget, and the enterprise funds will reflect the actual number of positions assigned to the divisions. Because the daily drain-related work is performed by Enterprise Fund staff (and also for operational reasons), it has been determined that budgeting and monitoring of this work would be better handled in the Sewer Enterprise Fund budget. However, costs not associated with Sewer operations will continue to be funded by taxation and not by Sewer use fees. The table below includes a breakout of the drains program from the total recommended Sewer budget for FY2012 to compare the change in the Sewer operations portion of the budget to the current year's Sewer Enterprise Fund budget.

Budget Line	FY2012 Recommended Budget	Minus FY2012 Drains Program	FY2012 Sewer Operations (minus drains)	FY2011 Sewer Budget	FY2012 Sewer Operations \$ Change	FY2012 Sewer Operations % Change
Personnel	\$ 881,180	\$ 302,556	\$ 578,624	\$ 629,896	\$ (51,272)	-8.1%
Expenses	\$ 468,764	\$ 167,054	\$ 301,710	\$ 273,354	\$ 28,356	10.4%
Capital Outlay	\$ 25,000		\$ 25,000	\$ 25,000		
MWRA Assessment	\$ 5,337,491		\$ 5,337,491	\$ 5,043,945	\$ 293,546	5.8%
Debt Service	\$ 1,350,000		\$ 1,350,000	\$ 1,250,000	\$ 100,000	8.0%
Reserve Fund	\$ 35,000		\$ 35,000	\$ 35,000		
Total	\$ 8,097,435	\$ 469,610	\$ 7,627,825	\$ 7,257,195	\$ 370,630	5.1%

The operating budget for FY2012 includes an increase of \$840,240 or 11.6% over the FY 2011 budget. However, \$469,610 of this increase (approximately 56%) is associated with the Town's drains program, which was previously included in the DPW General Fund budget. These costs are not new, but rather relocated. The FY2012 Sewer operations portion of the budget is \$370,630 higher, an increase of 5.1% over the current year. Most of the increase in the FY2012 budget is attributable to the MWRA assessment. The preliminary assessment for FY2012 is \$293,546 more than the current appropriation. The final assessment from the MWRA will be affected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the Legislature and approved by the Governor.

After accounting for the move of the drains program and the increase in the MWRA assessment, the net change to the Sewer budget is \$77,084. This change is a result of a decrease in the personnel line, and adjustments in expenses intended to minimize any budget increase. The personnel line has decreased by \$51,272, or 8.1% less than FY2011, which is due to operational and personnel changes. The Town and the DPW Union had not reached agreement on a contract for FY2012 at the time of the printing of the warrant. There is no actual increase in the number of staff assigned to the Sewer Division. As noted previously, the change from 9.2 to 12.00 FTEs is to account for the positions that were previously reflected in the DPW General Fund budget. The FY2012 DPW budget (all divisions) includes a reduction of three FTEs – two in the General Fund and one in the Water Enterprise Fund. The Sewer expense line has increased \$28,356, or 10.4%, most of which is related to increased costs for high voltage electrical and specialized mechanical services for the operation of the sewer pump stations. This increase was offset in part by reductions in the energy-related expense for the operation of the facilities and equipment used by the department. The department recently eliminated one sewer pump station.

The capital outlay line is level dollar for FY2012. This line is used to purchase equipment such as sewer pumps and smaller power equipment. The increase in debt service is based on approved projects, and is in keeping with the overall Sewer capital infrastructure-funding plan for long term investments. The annual debt service for Sewer is based on an average of \$1.35 million per year. The reserve fund is level dollar for FY2012.

The Sewer Enterprise Fund also reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations.

MOVED: That the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2012, under the provisions of M.G.L. Chapter 44, Section 53F ½:

**Town of Needham
Sewer Enterprise
FY 2012**

[illegible]

*The prior year's F.T.E. totals were lower than the number of positions assigned to the department because the drainage program related work which was performed by the enterprise staff was being accounted for in the DPW General Fund budget so correspondingly the F.T.E. figure related to that work was also reflected in the DPW budget. Effective for FY2012, the drainage program will now be budgeted in the enterprise fund and the enterprise funds will now reflect the F.T.E. assigned to the department.

And to meet this appropriation that \$293,546 be transferred from sewer Enterprise Fund Retained Earnings and that \$469,610 be raised from the tax levy and transferred to Sewer Enterprise Fund.

ACTION: So voted by unanimous consent.

ARTICLE 29: CONTINUE DEPARTMENTAL REVOLVING FUNDS

To see if the Town will vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2011:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2012 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	\$4,100
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation program for COA	\$60,000
Yard Waste Processing Program	DPW Director	Town and Participating Communities	Multi-Community yard waste processing program	\$75,000
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home composting bins	\$3,000
Senior Center Activities	Council on Aging Director	Program Receipts	Costs related to social programs for elderly	\$1,000
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to youth service and community programs	\$25,000
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling meals	\$75,000
Immunization Fund	Health Director	Program Receipts	Costs associated with immunization and educational programs	\$25,000
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and other District-wide transportation	\$819,000

or take any other action relative thereto.

Article Information and Summary of M.G.L., Chapter 44, Section 53E ½: A revolving fund established under the provisions of M.G.L., Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The fund shall be credited only with the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may be expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to M.G.L., Chapter 59, Section 23.

MOVED: That the Town vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2011:

Revolving Fund	Spending Authority	Revenue Source	Use of Funds	FY 2012 Budget
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	\$4,100
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation program for COA	\$60,000
Yard Waste Processing Program	DPW Director	Town and Participating Communities	Multi-Community yard waste processing program	\$75,000
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home composting bins	\$3,000
Senior Center Activities	Council on Aging Director	Program Receipts	Costs related to social programs for elderly	\$1,000
Youth Services Activities	Youth Services Director	Program Receipts	Costs related to youth service and community programs	\$25,000
Traveling Meals Program	Health Director	Program Receipts	Costs related to Traveling meals	\$75,000
Immunization Fund	Health Director	Program Receipts	Costs associated with immunization and educational programs	\$25,000
School Transportation Program	School Committee	Fee-Based Transportation Program Receipts	Pupil and other District-wide transportation	\$819,000

ACTION: So voted by unanimous consent.

ARTICLE 30: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department; or take any other action relative thereto.

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required in order for the Town to receive and expend the funds. The Massachusetts Department of

Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. At the time of the printing of the warrant, the FY 2012 award amounts had not been released.

MOVED: That the Town vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department.

ACTION: So voted by unanimous consent.

ARTICLE 35: RESCIND BOND AUTHORIZATION

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
RTS Collection Packer Equipment	2008 ATM	44	\$225,000	\$4,000
Total				\$4,000

or take any other action relative thereto.

Article Information: When a project is financed by borrowing, the project has been completed, and all the bills have been paid, the balance of the authorization that was not borrowed can be rescinded. A Town Meeting vote to rescind the balance of a borrowing prevents any further borrowing for the project, and frees up borrowing capacity. In some cases, the full appropriation for a project is not required, due to changes in scope, cost saving measures, or favorable bids.

MOVED: That the Town vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
RTS Collection Packer Equipment	2008 ATM	44	\$225,000	\$4,000
Total				\$4,000

ACTION: So voted by unanimous consent.

ARTICLE 39: APPROPRIATE FOR PUBLIC WORKS INFRASTRUCTURE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$1,100,000 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article Information: The Public Works Infrastructure Program funds improvements to roads, bridges, intersections, drainage systems, brooks and culverts. This roadway program is essential to maintaining the structural and surface integrity of the Town's network of accepted streets. The primary strategy in this program is asphalt paving and incidental work directly associated with paving. Incidental work in support of the structural overlay paving may include corner reconstruction, handicap ramps, leveling, utility adjustments, minor drainage improvements, some drain extension work, street sign replacement, asphalt curbing with grass shoulders and pavement markings. Many streets have insufficient pavement thickness, are poorly shaped, lack curbing and require some drainage improvements. Applying this repair strategy in a timely manner will help defer costly and disruptive street reconstruction significantly on all but the most highly traveled roadways. Paving roadways in a timely manner will extend the useful life of the roadway system in the most cost effective manner.

Unless circumstances require otherwise, the FY2012 program will also include traffic signalization and reconstruction of the High

Street at Greendale Avenue intersection, sidewalk repair and resurfacing on School Street from Chestnut Street to Warren Street (North side), Dedham Avenue opposite Grant Street to Bradford Street (North side), and Warren Street from School Street to Great Plain Avenue (West side). The DPW has been placing greater emphasis on sidewalk improvements in recent years to overcome deteriorating conditions. In the past, the sidewalk work has been primarily focused on the sidewalks used as school walking routes by the School Department. A portion of this program's funding has been targeted to increase this effort and to incorporate other sidewalks throughout town that are in as equally poor condition.

This Infrastructure program has been modified to include components of the storm drainage system including brooks and culvert work. The storm drain system is a functional component of a road system. Likewise, storm drains typically discharge into brooks and streams that pass beneath the roads in key locations through culverts. Structural work on these culverts and on brook walls has now been included in this program.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$1,100,000 for improvements and repairs to the Town's infrastructure including but not limited to roads, bridges, sidewalks, intersections, drains, brooks and culverts, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7.

ACTION: So voted by unanimous consent.

ARTICLE 44: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate \$825,000 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Sewer Enterprise Fund retained earnings; or take any other action relative thereto:

Group	Description	Recommended	Amendment
Sewer	Core Fleet Replacement	\$65,000	_____
Sewer	Large Specialty Equipment	\$185,000	_____
Sewer	Sewer System Rehabilitation (I/I)	\$575,000	_____
	Total Appropriation	\$825,000	_____

Article Information:

Sewer Core Fleet The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2012 include:

Unit	Division	Year	Description	Miles	Cost
17	Sewer	1997	One Ton Dump	37,331	\$65,000

Large Specialty Equipment Public Works specialty equipment consists of power-assisted equipment or other specialized tools used by the Department in the performance of its work. Unless circumstances require otherwise, the equipment scheduled to be replaced in FY2012 includes:

Unit	Division	Year	Description	Miles	Cost
16	Sewer	1997 (cab) 2008 (equipment)	CCTV Truck	20,329	\$185,000

Sewer System Infiltration and Inflow Program This program supports the identification and removal of Infiltration and Inflow (I/I) in existing sewer systems. The requested funding for FY2012 is for infiltration, which is defined as groundwater or storm water runoff that enters the system through deteriorated pipe or manhole structures. On the basis of volumes of flow and knowledge of local sewer system overflows (SSO) or basement flooding, an order of priority has been established to determine the scheduling of the engineering, design and remediation work. The highest priorities relate to locations of known surcharging with sewage overflow or release or basement flooding. Unless circumstances require otherwise, infiltration work in FY2012 is proposed to continue in Area 16 (the Webster Street, High Street, Tower Avenue, Brookline Street area) and Area 22 (bounded by Great Plain Avenue from Eaton Road to the Railroad and along the Railroad to Coulton Park).

MOVED: That the Town vote to raise and/or transfer and appropriate \$825,000 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Sewer Enterprise Fund retained earnings:

Group	Description	Recommended	Amendment
Sewer	Core Fleet Replacement	\$65,000	_____
Sewer	Large Specialty Equipment	\$185,000	_____
Sewer	Sewer System Rehabilitation (I/I)	\$575,000	_____
	Total Appropriation	\$825,000	_____

ACTION: So voted by unanimous consent.

ARTICLE 45: APPROPRIATE FOR WATER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate \$864,000 for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Water Enterprise Fund retained earnings; or take any other action relative thereto:

Group	Description	Recommended	Amendment
Water	Core Fleet Replacement	\$69,500	_____
Water	Filter Media Replacement	\$70,000	_____
Water	SCADA System Upgrade	\$40,000	_____

Water	Water System Rehabilitation	\$684,500	
	Total Appropriation	\$864,000	

Article Information:

Water Core Fleet The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2012 include:

Unit	Division	Year	Description	Miles	Cost
25	Water	1997	Utility Body	80,908	\$69,500

Filter Media Replacement The filter media (greensand) used at the Charles River Water Treatment Facility (CRWTF) for manganese removal was installed during construction. The original media installed in all four filters was replaced with natural greensand in 2008. Under the current operating conditions, based on an examination and testing of the media when removed, the filter media should be replaced every five years. This proposal is for the replacement of the media in one filter in order to establish a pattern for the media replacement of all filters on a five year cycle.

SCADA System and Video Surveillance A Supervisory Control and Data Acquisition (SCADA) is a computer system used for gathering and analyzing real time data to monitor and control the Charles River Water Treatment Plant. The system gathers information, transfers the information to a monitoring station, and alerts on-call personnel to allow for timely response. The CRWTF is linked with the Saint Mary's Pump Station, from which the Town draws from the MWRA system, and the Town's two water storage tanks with an outdated dedicated copper communication line for real time monitoring. The copper lines have had failures and are unreliable. In addition, new technology is not adaptable to the old copper communication lines. The intent of this project is to update the system and to add video monitoring equipment at these locations (interior and exterior) for facility security purposes. Adding video provides real time information at the CRWTF and will address homeland security concerns. Using SCADA the operation of the facility can be monitored by plant personnel remotely. Abnormal operating conditions or unauthorized access of the facilities are communicated electronically to the operators by means of alarms which can result in the operator taking corrective action well before arrival at the plant.

Water System Rehabilitation Program The annual Water System Rehabilitation Program draws from the recommendations of the Water System Master Plan. This master plan recommends that pipes 85 years or older be considered for replacement or relining. This list of older pipes is evaluated and prioritized, and then cross-referenced with work proposed for other utilities, road repairs, or reconstruction. Unless circumstances require otherwise, projects for FY2012 include Lincoln Street and/or Highland Avenue.

MOVED: That the Town vote to raise and/or transfer and appropriate \$864,000 for Water Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, said sum to be transferred from Water Enterprise Fund retained earnings:

Group	Description	Recommended	Amendment
Water	Core Fleet Replacement	\$69,500	
Water	Filter Media Replacement	\$70,000	
Water	SCADA System Upgrade	\$40,000	
Water	Water System Rehabilitation	\$684,500	
	Total Appropriation	\$864,000	

ACTION: So voted by unanimous consent.

ARTICLE 46: APPROPRIATE FOR WORKERS COMPENSATION RESERVE FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$150,000 to the Workers Compensation Reserve Fund, said sum to be raised from the Tax Levy, or take any other action relative thereto.

Article Information: The purpose of this request is to replenish the Workers' Compensation Fund which is the Town's reserve fund for paying workers' compensation claims of a prior year and for lump sum settlements up to the limit of the Town's reinsurance limit (for both School and General Government employees.) Typically, the source of funds for this account is any

remaining balances in the workers compensation line item contained in the employee benefits and assessments budget. The workers compensation line was level-funded from FY2000 to FY2011 when it was increased by \$15,000. Due to increases in salaries and expenses over the past decade, and the resolution of several long-standing cases, the fund balance has been declining and is close to being depleted. The target balance for the fund is \$800,000.

MOVED: That the Town will vote to raise and/or transfer and appropriate the sum of \$150,000 to the Workers Compensation Reserve Fund, said sum to be raised from the Tax Levy.

ACTION: So voted by unanimous consent.

At this time the Moderator proceeded with the remaining articles in the Annual Town Meeting warrant.

ARTICLE 6: AMEND ZONING BY-LAW - OUTDOOR SEATING

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by adding a new designation which shall read as follows:

"Y* allows for the use upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Board of Selectmen in accordance with Section 6.9"

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by adding to Accessory Uses "Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter" Y* in B, CSB, CB, and ASB.

3. In Section 6, Special Regulations, by inserting a new Subsection 6.9, Outdoor Seating, to read as follows:

"6.9. Outdoor Seating

6.9.1. Applicability

Section 6.9.2 shall apply in any business district in which restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter is permitted under Section 3.2.2 of this By-Law.

6.9.2 Basic Requirements Seasonal Outdoor Seating

Seasonal temporary (i.e. April through October) outdoor seating, including but not limited to tables, chairs, serving equipment, planters, and umbrellas, for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter is permitted during normal hours of operation, subject to minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board in the case of (a) below and the Board of Selectmen in the case of (b) below, provided that:

- (a) It is within the front yard, rear yard, or side yard of the restaurant's owned, licensed, or leased property, but only if said yard abuts a public right-of-way, public property, or other public uses, provided that:

- (i) Such use is clearly related to the restaurant conducted inside the principal building;
- (ii) A minimum width of forty-eight inches (48"), or as otherwise provided by law, shall be continuously maintained and

unobstructed for the sidewalk or entrance into the principal building, or any other designated sidewalks or pedestrian paths, as shown on the plan provided to the Planning Board;

- (iii) Outdoor seating is prohibited in designated or required landscaped areas, parking lots, or drive aisles;
- (iv) Such use does not obstruct or otherwise interfere with visibility at intersections;
- (v) Except as otherwise provided in subsection (b), the outdoor seating must be on the same lot as the establishment; and;
- (vi) At the close of business, the area of outdoor seating must be cleaned, including clearing of all tables and removal of all trash.

- (b) It is within the public sidewalk abutting the front, rear, or side yard of the restaurant's owned or leased property so long as there remains no less than forty-eight inches (48"), or as otherwise permitted by law, of unencumbered sidewalk width remaining, or, alternatively, on a public way or other public property abutting the front, rear, or side yard of the restaurant's owned or leased property, provided that:

- (i) No temporary outdoor restaurant seating shall be permitted, unless the Board of Selectmen authorizes the placement of temporary outdoor seating within the public right-of-way, public sidewalks and/or on public property;
- (ii) Such use is clearly related to the restaurant conducted inside the principal building;
- (iii) A minimum width of forty-eight inches (48"), or as otherwise permitted by law, shall be continuously maintained and unobstructed for the sidewalk or entrance into the principal building, or any other designated sidewalks or pedestrian paths, as shown on the plan provided to the Board of Selectmen;
- (iv) Outdoor seating is prohibited in designated or required landscaped areas, parking lots, or drive aisles;
- (v) Such use does not obstruct or otherwise interfere with visibility at intersections;
- (vi) The outdoor seating must be adjacent to the restaurant establishment and in front, to the rear, or to the side of, as the case may be, the front face of the restaurant's owned or leased property; and;
- (vii) At the close of business, the area of outdoor seating must be cleaned, including clearing of all tables and removal of all trash.

Items (a)(i), (a)(iii), (a)(v) and (b)(ii), (b)(iv), and (b)(vi) shall not apply during special town-wide festivals or events during the year as designated by the Board of Selectmen.

Where there is authorization for the placement of seasonal temporary outdoor restaurant seating and where such seating could be interpreted to be an increase in the number of seats serving a restaurant, such seating shall not be counted toward the off-street parking or loading requirements, so long as they remain seasonal and temporary and do not increase capacity by more than thirty percent (30%)."

Or take any other action relative thereto.

Article Information: This article would allow the Planning Board to permit on private property, upon minor site plan review, seasonal temporary outdoor seating at restaurants and allow the Board of Selectmen to permit on a public way or other public property, again subject to minor site plan review, seasonal temporary outdoor seating at restaurants. The article imposes conditions upon such uses. Any approval from the Board of Selectmen would also require a separate license or lease of the public land and compliance, if applicable, with the Board's Alcohol Regulations. There will be a companion article amending the General By-Law to allow obstruction of public ways and sidewalks so as to accommodate the outdoor seating authorized by this amendment.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

1. In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by adding a new designation which shall read as follows:

"Y* allows for the use upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Board of Selectmen in accordance with Section 6.9"

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by adding to Accessory Uses "Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter" Y* in B, CSB, CB, and ASB.

3. In Section 6, Special Regulations, by inserting a new Subsection 6.9, Outdoor Seating, to read as follows:

"6.9. Outdoor Seating

6.9.1. Applicability

Section 6.9.2 shall apply in any business district in which restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter is permitted under Section 3.2.2 of this By-Law.

6.9.2 Basic Requirements Seasonal Outdoor Seating

Seasonal temporary (i.e. April through October) outdoor seating, including but not limited to tables, chairs, serving equipment, planters, and umbrellas, for restaurants serving meals for

consumption on the premises and at tables with service provided by waitress or waiter is permitted during normal hours of operation, subject to minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board in the case of (a) below and the Board of Selectmen in the case of (b) below, provided that:

- (a) It is within the front yard, rear yard, or side yard of the restaurant's owned, licensed, or leased property, but only if said yard abuts a public right-of-way, public property, or other public uses, provided that:
 - (i) Such use is clearly related to the restaurant conducted inside the principal building;
 - (ii) A minimum width of forty-eight inches (48"), or as otherwise provided by law, shall be continuously maintained and unobstructed for the sidewalk or entrance into the principal building, or any other designated sidewalks or pedestrian paths, as shown on the plan provided to the Planning Board;
 - (iii) Outdoor seating is prohibited in designated or required landscaped areas, parking lots, or drive aisles;
 - (iv) Such use does not obstruct or otherwise interfere with visibility at intersections;
 - (v) Except as otherwise provided in subsection (b), the outdoor seating must be on the same lot as the establishment; and;
 - (vi) At the close of business, the area of outdoor seating must be cleaned, including clearing of all tables and removal of all trash.
- (b) It is within the public sidewalk abutting the front, rear, or side yard of the restaurant's owned or leased property so long as there remains no less than forty-eight inches (48"), or as otherwise permitted by law, of unencumbered sidewalk width remaining, or, alternatively, on a public way or other public property abutting the front, rear, or side yard of the restaurant's owned or leased property, provided that:
 - (i) No temporary outdoor restaurant seating shall be permitted, unless the Board of Selectmen authorizes the placement of temporary outdoor seating within the public right-of-way, public sidewalks and/or on public property;
 - (ii) Such use is clearly related to the restaurant conducted inside the principal building;
 - (iii) A minimum width of forty-eight inches (48"), or as otherwise permitted by law, shall be continuously maintained and unobstructed for the sidewalk or entrance into the principal building, or any other designated sidewalks or pedestrian paths, as shown on the

- plan provided to the Board of Selectmen;
- (iv) Outdoor seating is prohibited in designated or required landscaped areas, parking lots, or drive aisles;
 - (v) Such use does not obstruct or otherwise interfere with visibility at intersections;
 - (vi) The outdoor seating must be adjacent to the restaurant establishment and in front, to the rear, or to the side of, as the case may be, the front face of the restaurant's owned or leased property; and;
 - (vii) At the close of business, the area of outdoor seating must be cleaned, including clearing of all tables and removal of all trash.

Items (a)(i), (a)(iii), (a)(v) and (b)(ii), (b)(iv), and (b)(vi) shall not apply during special town-wide festivals or events during the year as designated by the Board of Selectmen.

Where there is authorization for the placement of seasonal temporary outdoor restaurant seating and where such seating could be interpreted to be an increase in the number of seats serving a restaurant, such seating shall not be counted toward the off-street parking or loading requirements, so long as they remain seasonal and temporary and not increase capacity by more than thirty percent (30%)."

Mrs. Jeanne S. McKnight, member, addressed this proposal on behalf of the Planning Board. She explained that this Article deals with temporary, seasonal outdoor seating for restaurants in the Town of Needham upon minor site plan review. This will also allow the Board of Selectmen to permit on a public way or other public property. The Planning Board unanimously recommends adoption of this proposal.

Mr. Gerald A. Wasserman, member, explained that this change in the Zoning By-Law would allow the use of seating on sidewalks and alleyways for local restaurants and it consistent with the Town's long-range planning. The Board of Selectmen unanimously recommends adoption of this article.

In response to an inquiry from Lois F. Sockol, Mr. Wasserman advised that the Board of Selectmen would most likely issue licenses for the outdoor seating which would produce some revenue for the town.

In response to an inquiry from Mrs. Susan W. Abbott, Jeanne S. McKnight advised that the temporary outdoor seating period would run from April through October.

Mr. Richard S. Mann expressed concern that the outdoor seating areas need to be cleaned at all hours. Mr. Mann offered the following motion to amend:

To strike the words under Section 6.9.2 (a) (vi) "At the close of business", and inserting in place thereof the words "During all operating hours and thereafter" and add the word "kept" after the words "must be" and change the word "cleaned" to "clean" so that it would read "During all operating hours and thereafter, the area of outdoor seating must be kept clean including clearing of all tables and removal of all trash." And

To strike the words under Section 6.9.2 (b) (vii) "At the close of business", and inserting in place thereof the words "During all operating hours and thereafter" and add the word "kept" after the words "must be" and change the word "cleaned" to "clean" so that it would read "During all operating hours and thereafter, the area of outdoor seating must be kept clean including clearing of all tables and removal of all trash."

Mrs. McKnight advised that the Planning Board has no objection to this amendment.

In response to an inquiry from Mr. Jeffrey D. Heller, Mrs. McKnight advised that this proposal would make the permitting process easier.

In response to an inquiry from Mrs. Deborah S. Winnick, Mr. Wasserman advised that the Board of Selectmen will charge when necessary.

Concern was expressed by several Town Meeting Members that businesses are struggling and we need to support our local businesses.

After a brief discussion, a motion to move the previous question on the main motion and the motion to amend was offered by Sandra Balzer Tobin. The motion was presented, but the Moderator was in doubt as to the voice vote. The following Town Meeting Members were sworn in as tellers: William R. Dermody, Louise L. Miller, William J. Supple, Erik J. Bailey, Jane B. Murphy and Roy A. Cramer. The motion was again presented and carried by a count of hands. The hand count was Yes 109 No 85.

ACTION: The main motion, as amended, was presented and carried by unanimous vote.

VOTED: That the Town vote to amend the Needham Zoning By-Law as follows:

1. In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by adding a new designation which shall read as follows:

"Y* allows for the use upon minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board or Board of Selectmen in accordance with Section 6.9"

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by adding to Accessory Uses "Seasonal temporary outdoor seating for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter" Y* in B, CSB, CB, and ASB.

3. In Section 6, Special Regulations, by inserting a new Subsection 6.9, Outdoor Seating, to read as follows:

"6.9. Outdoor Seating

6.9.1. Applicability

Section 6.9.2 shall apply in any business district in which restaurants serving meals for consumption on the premises and at tables with service provided by waitress

or waiter is permitted under Section 3.2.2 of this By-Law.

6.9.2 Basic Requirements Seasonal Outdoor Seating

Seasonal temporary (i.e. April through October) outdoor seating, including but not limited to tables, chairs, serving equipment, planters, and umbrellas, for restaurants serving meals for consumption on the premises and at tables with service provided by waitress or waiter is permitted during normal hours of operation, subject to minor project site plan review with waiver of all requirements of Section 7.4.4 and 7.4.6 except as are necessary to demonstrate compliance with Section 6.9 by the Planning Board in the case of (a) below and the Board of Selectmen in the case of (b) below, provided that:

(a) It is within the front yard, rear yard, or side yard of the restaurant's owned, licensed, or leased property, but only if said yard abuts a public right-of-way, public property, or other public uses, provided that:

- (i) Such use is clearly related to the restaurant conducted inside the principal building;
- (ii) A minimum width of forty-eight inches (48"), or as otherwise provided by law, shall be continuously maintained and unobstructed for the sidewalk or entrance into the principal building, or any other designated sidewalks or pedestrian paths, as shown on the plan provided to the Planning Board;
- (iii) Outdoor seating is prohibited in designated or required landscaped areas, parking lots, or drive aisles;
- (iv) Such use does not obstruct or otherwise interfere with visibility at intersections;
- (v) Except as otherwise provided in subsection (b), the outdoor seating must be on the same lot as the establishment; and;
- (vi) During all operating hours and thereafter, the area of outdoor seating must be kept clean, including clearing of all tables and removal of all trash.

(b) It is within the public sidewalk abutting the front, rear, or side yard of the restaurant's owned or leased property so long as there remains no less than forty-eight inches (48"), or as otherwise permitted by law, of unencumbered sidewalk width remaining, or, alternatively, on a public way or other public property abutting the front, rear, or side yard of the restaurant's owned or leased property, provided that:

- (i) No temporary outdoor restaurant seating shall be permitted, unless the Board of Selectman authorizes the placement of temporary outdoor seating within the public right-of-way, public sidewalks and/or on public property;

- (ii) Such use is clearly related to the restaurant conducted inside the principal building;
- (iii) A minimum width of forty-eight inches (48"), or as otherwise permitted by law, shall be continuously maintained and unobstructed for the sidewalk or entrance into the principal building, or any other designated sidewalks or pedestrian paths, as shown on the plan provided to the Board of Selectmen;
- (iv) Outdoor seating is prohibited in designated or required landscaped areas, parking lots, or drive aisles;
- (v) Such use does not obstruct or otherwise interfere with visibility at intersections;
- (vi) The outdoor seating must be adjacent to the restaurant establishment and in front, to the rear, or to the side of, as the case may be, the front face of the restaurant's owned or leased property; and;
- (vii) During all operating hours and thereafter, the area of outdoor seating must be kept clean, including clearing of all tables and removal of all trash.

Items (a)(i), (a)(iii), (a)(v) and (b)(ii), (b)(iv), and (b)(vi) shall not apply during special town-wide festivals or events during the year as designated by the Board of Selectmen.

Where there is authorization for the placement of seasonal temporary outdoor restaurant seating and where such seating could be interpreted to be an increase in the number of seats serving a restaurant, such seating shall not be counted toward the off-street parking or loading requirements, so long as they remain seasonal and temporary and do not increase capacity by more than thirty percent (30%)."

Article 7 was adopted by unanimous consent earlier this evening.

Article 8 was adopted by unanimous consent earlier this evening.

ARTICLE 9: AMEND ZONING BY-LAW - SCHEDULE OF USE REGULATIONS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by adding the following paragraph to the end of the section as follows:

"Notwithstanding the uses set forth in the Schedule of Use Regulations (Section 3.2), in all Industrial, Business, and/or Commercial zoning districts, including Mixed Use-128 the Planning Board may allow by right a use that the Planning Board determines to be in the same general use category and is similar in

kind to, and is similar in impact to, a use allowed by Section 3.2 as of right, or by special permit a use that the Planning Board determines to be in the same general use category and is similar in kind to, and is similar in impact to, a use allowed by Section 3.2 by special permit.”

Or take any other action relative thereto.

Article Information: *The ongoing evolution of the types and varieties of businesses outstrips the defined historical uses designated in the By-Law. As a result, many proposed innovative businesses are unable to locate in Needham even though they are similar in kind and impact to those allowed either by right or by special permit. The article would impart a measure of flexibility into the By-Law by allowing the Planning Board to determine if a use is similar in intent and impact to one already allowed in a particular district either by right or by special permit. If that use is allowed by right, the Planning Board is authorized, upon finding that it constitutes the same general use and is similar in intent and impact to one specifically authorized by the By-Law, to allow it by right; if it is a specially permitted use, the Planning Board, upon making the same finding, may allow it by special permit.*

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by adding the following paragraph to the end of the section as follows:

“Notwithstanding the uses set forth in the Schedule of Use Regulations (Section 3.2), in all Industrial, Business, and/or Commercial zoning districts, including Mixed Use-128 the Planning Board may allow by right a use that the Planning Board determines to be in the same general use category and is similar in kind to, and is similar in impact to, a use allowed by Section 3.2 as of right, or by special permit a use that the Planning Board determines to be in the same general use category and is similar in kind to, and is similar in impact to, a use allowed by Section 3.2 by special permit.”

Mr. Ronald W. Ruth, Chairman, addressed this proposal on behalf of the Planning Board. He offered the following substitute main motion:

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by adding the following paragraph to the end of the section as follows:

“Notwithstanding the uses set forth in the Schedule of Use Regulations (Section 3.2), in all Industrial, Business, and/or Commercial zoning districts, including Mixed Use-128 (a) if the Planning Board determines a use to be in the same general use category and is similar in kind to, and is similar in impact to, a use allowed by Section 3.2 as of right, that use shall be allowed and (b) if the Planning Board determines a use to be in the same general use category and is similar in kind to, and is similar in impact to a use allowed by Section 3.2 by special permit, that use may be allowed by the Planning Board by special permit.”

Mr. Ruth advised that the reason for the substitute main motion was to address some concerns of Town Counsel. The

purpose of the article is to have more flexibility and to allow issued to be addressed more quickly.

Mr. Maurice Handel, member, recommended adoption on behalf of the Board of Selectmen.

Mr. Matthew D. Borrelli, member, advised that the Finance Committee recommends adoption.

In response to an inquiry from Richard S. Mann, Mr. Ruth stated that this is an attempt to make the process more expeditious.

In response to a concern voiced by Mr. James D. Masterman, Mr. Ruth explained that the Planning Board is trying to create a mechanism in which similar uses could be characterized in the same way.

ACTION: The main motion was presented but it failed to pass by voice vote. The substitute main motion was presented and carried by the required two-thirds vote declared by the Moderator on a voice vote.

VOTED: That the Town vote to amend the Needham Zoning By-Law as follows:

In Section 3, Use Regulations, Subsection 3.1, Basic Requirements, by adding the following paragraph to the end of the section as follows:

“Notwithstanding the uses set forth in the Schedule of Use Regulations (Section 3.2), in all Industrial, Business, and/or Commercial zoning districts, including Mixed Use-128 (a) if the Planning Board determines a use to be in the same general use category and is similar in kind to, and is similar in impact to, a use allowed by Section 3.2 as of right, that use shall be allowed and (b) if the Planning Board determines a use to be in the same general use category and is similar in kind to, and is similar in impact to a use allowed by Section 3.2 by special permit, that use may be allowed by the Planning Board by special permit

Article 10: Amend Zoning By-Law – Needham Center Overlay District

To amend the zoning by-laws, section 3.8.4.2 Building height requirements in the Needham Center Overlay District section (a) to read as follows:

(a) In Sub-District A: The minimum building height shall be two stories and twenty-seven feet and the maximum building height shall be two and one-half stories and thirty-five feet as of right. By Special Permit from the Planning Board, the maximum height of a building may be increased up to the following limits: three stories and thirty-seven (37) feet as shown in the Design Guidelines under Subsection 3.8.8 below.

This would be striking out four stories and forty-eight (48) feet. Provided that the fourth story is contained under a pitched roof or recessed from the face of the building

To amend the zoning by-laws section 3.9.4.2 Building height requirements in the Lower Chestnut Street Overlay District section (a) to read as follows:

The maximum building height in the Lower Chestnut Street Overlay District shall be two and one-half stories and thirty-five

feet as of right. For lots having the required minimum frontage on Chestnut Street, the Planning Board may grant a Special Permit for a maximum building height of three stories and thirty-seven feet as shown in the Design Guidelines under Section 3.9.8 below.

This would strike out four stories and forty-eight (48) feet, provided that the fourth story is located under a pitched roof or recessed from the face of the building,

Article Information: The article proposes to amend the Zoning By-Law as it relates to building height and number of stories in both the Needham Center Overlay District and the Chestnut Street Overlay District so as to reduce the allowable maximum building height and number of stories currently permitted by special permit from the Planning Board from four stories and 48 feet to three stories and 37 feet.

The Needham Center Overlay District is currently divided into two sub-districts, A and B, in order to accommodate different height regulations. Current regulations allow increased heights in Sub-District B to 2+1 stories and in Sub-District A to 3+1 stories. The "+1" designation means that the top floor is allowed if contained under a pitched roof or stepped back from the façade. The proposed amendment would be limited to Sub-District A within the Needham Center Overlay District.

Presently, in Sub-District A, which lies along a portion of Great Plain Avenue, the minimum building height is set at two stories and twenty-seven (27) feet and the maximum building height allowed as-of-right is set at two and one-half stories and thirty-five (35) feet. The Planning Board currently has authority to grant a special permit to increase the maximum height and number of stories to three stories and thirty-seven (37) feet, or four stories and forty-eight (48) feet if the fourth story is contained under a pitched roof or recessed from the face of the building. Under the proposed amendment the Planning Board's authority to grant a special permit to increase maximum building height and number of stories in Sub-District A of the Needham Center Overlay District would be limited to three stories and thirty-seven (37) feet.

Much like Sub-District A of the Needham Center Overlay District, the Lower Chestnut Street Overlay District currently provides for a special permit to increase the maximum building height and number of stories from the as-of-right standard of two and one-half stories and thirty-five (35) feet to three stories and thirty-seven (37) feet or four stories and forty-eight (48) feet, i.e., a 3+1 story building. However, the special permit option applies only to properties with conforming frontage on Chestnut Street of 100 ft. As is the case for the Needham Center Overlay District, under the proposed amendment the Planning Board's authority to grant a special permit to increase maximum building height and number of stories in the Chestnut Street Overlay District would be limited to three stories and thirty-seven (37) feet.

As required by law, the Planning Board will present its recommendations on this article at the Annual Town Meeting.

MOVED: That the Town vote that the zoning by-laws, section 3.8.4.2 Building height requirements in the Needham Center Overlay District section (a) to read as follows:

(a) In Sub-District A: The minimum building height shall be two stories and twenty-seven feet and the maximum building height shall be two and one-half stories and thirty-five feet as of right. By Special Permit from the Planning Board, the maximum height of a building may be increased up to the following limits: three stories

and thirty-seven (37) feet as shown in the Design Guidelines under Subsection 3.8.8 below.

This would be striking out four stories and forty-eight (48) feet. Provided that the fourth story is contained under a pitched roof or recessed from the face of the building

To amend the zoning by-laws section 3.9.4.2 Building height requirements in the Lower Chestnut Street Overlay District section (a) to read as follows:

The maximum building height in the Lower Chestnut Street Overlay District shall be two and one-half stories and thirty-five feet as of right. For lots having the required minimum frontage on Chestnut Street, the Planning Board may grant a Special Permit for a maximum building height of three stories and thirty-seven feet as shown in the Design Guidelines under Section 3.9.8 below.

This would strike out four stories and forty-eight (48) feet, provided that the fourth story is located under a pitched roof or recessed from the face of the building,

A motion to amend was offered by Mr. Gilbert W. Cox, Jr. by deleting following:

"This would be striking out four stories and forty-eight (48) feet. Provided that the fourth story is contained under a pitched roof or recessed from the face of the building....."

To amend the zoning by-laws section 3.9.4.2 Building height requirements in the Lower Chestnut Street Overlay District section (a) to read as follows:

The maximum building height in the Lower Chestnut Street Overlay District shall be two and one-half stories and thirty-five feet as of right. For lots having the required minimum frontage on Chestnut Street, the Planning Board may grant a Special Permit for a maximum building height of three stories and thirty-seven feet as shown in the Design Guidelines under Section 3.9.8 below.

This would strike out four stories and forty-eight (48) feet, provided that the fourth story is located under a pitched roof or recessed from the face of the building."

Mrs. Louise V. Condon, resident and owner of Condon Realty, spoke in favor of this article. She advised that she has been a resident for 43 years and has served on a multitude of committees and organizations and four story buildings are not appropriate for the downtown area.

Mr. Louis Wolfson addressed this proposal on behalf of the petitioners. He explained this petition is about height. This is not good for Needham and its citizens. He recommended a vote in favor of this proposal.

Mr. Gilbert W. Cox, Jr., Town Meeting Member, spoke in favor of this petition and urge a favorable vote.

Ms. Kathleen M. Lewis advised that she did not realize certain aspects of the zoning amendment in 2009 when this was passed by Town Meeting. She urged support to limit the height of building in the downtown center area

Mr. Richard S. Creem, member, advised that the Finance Committee recommends that this proposal not be adopted. He further stated that the Finance Committee reviewed this proposal and believes that it is in the best interest of the

community, its residents, property and business owners, and those who might invest in our town center, to leave this zoning in place.

The Needham center and Lower Chestnut Street Overlay districts adopted by the May 2009 Annual Town Meeting were intended to have a positive economic impact on the downtown area. These districts were designed to provide incentives for redevelopment and new investment, both of which are critical to economic growth, increased property values (and tax revenues), and the Town's ability to fund needed infrastructure improvements in the downtown area. To accomplish this, incentives were built into the overlay districts to allow for the possibility of increased density through taller buildings.

With respect to tax revenue, it is beyond dispute that a 3-story building would have a lower assessed valuation, and therefore generate less tax revenue.

The fact that a majority of the Planning Board elected to exclude the lower Chestnut Street overlay from the petitioners' height limit amendment is a clear indication that there is an intrinsic value to the 3+11 concept – specifically, the option of adding a fourth story under the right circumstances.

The Finance Committee notes that there is a common thread through many of the Planning Board's other articles in the Annual and Special Meeting warrants in which many articles seek to enhance the Planning Board's flexibility so that the Board can use its expertise to make judgments and allow appropriate development to take place.

Mr. Creem further noted that zoning changes should not be taken in a haphazard and reactive manner, but only after careful deliberation and analysis.

The Finance Committee notes that the Town carefully considered the 2009 zoning amendments and came to a thoughtful decision after much study. The resulting overlay district framework was supported by a substantial majority of Town Meeting. Voted Town Meeting decisions should only be reconsidered under the most extraordinary of circumstances and the Finance Committee found no such special circumstances in this case.

Finally, the Finance Committee is concerned that making a major substantive change to the 2009 zoning framework would be tantamount to changing the rules of the game in mid-stream and be viewed as unfriendly to business.

Mr. Creem did note that the town's parking challenges should be studied.

Mr. Ronald W. Ruth, Chairman, Planning Board, explained that the members voted 3 to 2 in favor of the adoption of the citizens' petition. Mr. Ruth addressed the majority view of the Planning Board indicating that all members of the Planning Board concur with use of wisdom, vision and sound judgment practices in the future proposals.

Mrs. Jeanne S. McKnight advised the 3+1 maximum height without new parking is the minority opinion.

A motion to refer the subject matter of Article 10 back to the Planning Board for further study was offered by Mr. Maurice Handel.

Mr. Gilbert W. Cox, Jr. spoke against the motion to refer.

Mr. Martin L. B. Walter suggested that parking is a problem in the downtown area and needs to be addressed.

Mr. Ronald W. Ruth, Chairman, advised that the Planning Board had no objection to the motion to refer. He indicated that the Planning Board would take the referral very seriously. He suggested forming a committee made up of members of the Planning Board, members of the citizens' petition, and members of downtown businesses with the goal of open eyes and ears.

Mr. Arthur Walitt spoke against the motion to refer.

Mr. Paul H. Attridge also spoke in opposition against the motion to refer indicating that this was thoroughly discussed two years ago. He suggested there are many checks and balances and we should give it a chance to work.

In response to a concern expressed by Mr. Paul F. Denver regarding the severe parking problems in the downtown area, Mrs. Jeanne S. McKnight advised that a parking waiver may be granted by the Planning Board. However, the waiver will not be granted unless the applicant can demonstrate sufficient parking through a parking study.

Mrs. Lois F. Sockol spoke in opposition of 4-story buildings in the downtown area.

Mr. Robert E. Deutsch stated that he lives near a 4-story building and it does change the character of the neighborhood.

Mrs. Louise V. Condon expressed concern that the Town Hall and church steeples will no longer be visible with 4-story buildings.

After a brief discussion, a motion to move the previous question on all motions was offered by Mr. John H. Milligan. The motion was presented and carried by two-thirds voice vote as declared by the Moderator.

The motion to refer was presented, but it failed to pass by voice vote.

The motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a voice vote.

ACTION: The main motion, as amended, was presented but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass by the required two-thirds vote. The hand count was Yes 114 – No 74.

Mr. Gilbert W. Cox, Jr. rose to request a roll call vote, but was denied by the Moderator for failure to be joined by the required twenty-five Town Meeting Members present.

At 11:05 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Wednesday May 4, 2011 at 7:30 P.M. at the Newman School, and it was so voted by voice vote.

Theodora K. Eaton, MMC
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 4, 2011

Pursuant to adjournment of the Annual Town Meeting held May 2, 2011, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Wednesday May 4, 2011, at 7:30 P.M.

Temporary Moderator Paul T. Milligan reminded Town Meeting Members that unanimous consent was given on Monday, May 2, 2011 to appoint him as temporary Moderator for this evening's session. Moderator Michael K. Fee was unable to attend this session due to a work conflict.

Check lists were used and 199 voters were checked on the list as being present, including 197 Town Meeting Members. 52 Town Meeting Members were absent

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator thanked Ned Cooley and Brendan Conway for manning the microphones this evening.

On behalf of Mr. Attridge the Moderator announced that pre-assigned Boston Pops tickets for Needham Night at the Boston Pops can be picked up at the Needham Historical Society at 1155 Central Avenue at the Newman School on Saturday, May 7, 2011 from 10:00 A.M. to 2:00 P.M. and Friday, May 13, 2011 from 6:00 P.M. to 9:00 P.M.

At this time, by Town Meeting vote on Monday, May 2, 2011, Article 11 was advanced as the first order of business.

ARTICLE 11: AMEND ZONING BY-LAW / FARMERS' MARKET

INSERT NEW USE CATEGORY UNDER AGRICULTURE in Table 3.2.1 and Table 3.2.2:

Periodic outdoor sale, but not to exceed once a week, during the season from May 15 to November 30 by a non-profit corporation or organization operating a farmers market for the sale of edible farm products, farmer raised flowers, farmer raised plants, firewood, homemade preserves, homemade baked goods, homemade soaps, farm wool products, and similar products, including the outdoor display of such merchandise. Outdoor display and outdoor sales are permitted on existing parking spaces, provided that adequate parking and loading are maintained.

INSERT SP in all zoning districts in Table 3.2.1 and Table 3.2.2 for the above use.

Article Information: The article proposes to amend the Zoning By-Law, Schedule of Use Regulations, so as to allow a non-profit corporation or organization to operate a farmers market where

the periodic outdoor sale of edible farm products, farmer raised flowers, farmer raised plants, firewood, homemade preserves, homemade baked goods, homemade soaps, farm wool products, and similar farm products, including the outdoor display of such merchandise, would be permitted by special permit. Periodic outdoor sale is defined as not more than once a week during the season from May 15 to November 30. The use would be permitted by special permit from the Board of Appeals in all zoning districts except the New England Business Center, Highland Commercial-128, Mixed-Use 128, Neighborhood Business and Elder Services Districts.

As required by law, the Planning Board will present its recommendations on this article at the Annual Town Meeting.

MOVED: That the Town vote to amend the Zoning By-Laws as follows:

INSERT NEW USE CATEGORY UNDER AGRICULTURE in Table 3.2.1 and Table 3.2.2:

Periodic outdoor sale, but not to exceed once a week, during the season from May 15 to November 30 by a non-profit corporation or organization operating a farmers market for the sale of edible farm products, farmer raised flowers, farmer raised plants, firewood, homemade preserves, homemade baked goods, homemade soaps, farm wool products, and similar products, including the outdoor display of such merchandise. Outdoor display and outdoor sales are permitted on existing parking spaces, provided that adequate parking and loading are maintained.

INSERT SP in all zoning districts in Table 3.2.1 and Table 3.2.2 for the above use.

The following substitute main motion was offered by Jill Kahn-Boesel:

"To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. INSERT A NEW DEFINITION UNDER SECTION 1.3 AT THE APPROPRIATE ALPHABETICAL LOCATION

A Farmers Market is an outdoor activity organized by a non-profit corporation or non-profit association whereby farmers or their employees display and sell items that have been produced on farms they operate, such as food, flowers, plants, firewood, preserves, baked goods, soaps, wool products and similar items, and vendors employed by establishments located elsewhere sell baked goods, such sales to be directly to the public by the farmer or the farmer's employee or the bakery establishment or its employee and not through wholesale vendors.

2. INSERT NEW USE CATEGORY UNDER AGRICULTURE in Table 3.2.1 and Table 3.2.2:

Farmers Market, not to exceed once a week, during the season from May 15 to November 30, which may take place on existing parking areas serving other uses, provided that the special permit granting authority determines that adequate parking and loading areas are maintained to serve such other uses during the Farmers Market.

3. INSERT SP in all zoning districts in Table 3.2.1 and Table 3.2.2 for the above use."

The following motion to amend was offered by
Louise L. Miller:

Moved: that the substitute main motion be amended by:

- (1) deleting the words "organized by a non-profit corporation or non-profit association;"
- (2) delete the word in the second line, the word "employees" and replace it with the word "agents;"
- (3) delete the words in line four "employed by establishments elsewhere" and replacing them with the word "may"; and
- (4) delete in lines five and six the words "employee" and replace them with the word "agents".

Mr. Jeffrey Friedman addressed this proposal behalf of the petitioners. He advised that the local Farmer's Market brings local healthy foods to the community, serves the residents, is beneficial for youth and seniors, and can be considered a social event for residents and families. He further explained that the Superintendent of Schools, Dan Gutekanst, is willing to host the Farmers Market at the High School parking lot. He urged support of this proposal and noted that the Planning Board voted to support both the substitute main motion and the motion to amend the substitute main motion.

Bruce T. Eisenhut, member, addressed this proposal on behalf of the Planning Board. He also acknowledged that the Planning Board voted to support the substitute main motion. He explained that there are health benefits of supporting local farmers. The Board of Appeals Special Permit is good for one year and can then be renewed. The Farmers Market is also subject to state regulations.

Mr. Maurice Handel, Chairman, Board of Selectmen, suggested that the Farmers Market is a desired community activity. He recommended adoption of this proposal.

After a lengthy discussion, a motion to postpone the substitute main motion and all amendments to a time certain, specifically to be the first article of business on Monday, May 9, 2011 after the disposition of the Special Town Meeting, was offered by Mr. Maurice Handel.

Town Meeting Members Deborah S. Winnick and Jill E. Owens suggested that the motions need to be in writing and preferably in one document.

Mr. Jeffrey Kristeller rose in support of the motion to postpone.

After a brief discussion, a motion to move the previous question was offered by Mr. Richard A. Zimbone. The motion was presented and carried by voice vote.

The motion to postpone to a time certain was presented and carried by voice vote.

ARTICLE 12: AMEND ZONING BY-LAW / RECONSTRUCTION OF TWO-FAMILY DWELLINGS

To see if the Town will vote to amend the Needham Zoning By-Law, Section 1.4.7.4 Reconstruction of Two-Family

Dwellings Located in a Single Residence A, Single Residence B or Rural Residence-Conservation District Where the Use is Prohibited by adding the following language at the end thereof:

Notwithstanding the provisions of this section to the contrary, the Board of Appeals may allow reconstruction of a non-conforming two-family dwelling on a lot resulting in the construction of enclosed garage space servicing two cars per dwelling unit, provided the Board finds that the additional garage space:

- a. will not alter the character of the premises in which it is located,
- b. will not have a material adverse effect on the value of the land and buildings or structures in the neighborhood, or on the amenities thereof, and
- c. will be appropriate in scale and mass for the neighborhood, taking into consideration the size, number and location of proposed garage doors.

Or take any other action relative thereto.

Article Information: The article proposes to amend the Zoning By-Law as it relates to the reconstruction of a non-conforming two-family dwelling in a Single Residence A, Single Residence B or Rural Residence-Conservation district where a two-family use is otherwise prohibited. Presently, the Zoning By-Law allows, by special permit from the Board of Appeals, for an existing non-conforming two-family house to be reconstructed with a footprint greater in area than that of the original non-conforming building provided, among other restrictions, that the amount of enclosed garage space is limited to one car per dwelling unit. The proposed amendment would increase the permissible enclosed garage space from one to two cars per dwelling unit subject to further findings from the Board of Appeals regarding the dwelling's scale and mass for the neighborhood, taking into consideration the size, number, and location of the proposed garage doors.

As required by law, the Planning Board will present its recommendations on this article at the Annual Town Meeting.

MOVED: That the Town vote to amend the Needham Zoning By-Law, Section 1.4.7.4 Reconstruction of Two-Family Dwellings Located in a Single Residence A, Single Residence B or Rural Residence-Conservation District Where the Use is Prohibited by adding the following language at the end thereof:

Notwithstanding the provisions of this section to the contrary, the Board of Appeals may allow reconstruction of a non-conforming two-family dwelling on a lot resulting in the construction of enclosed garage space servicing two cars per dwelling unit, provided the Board finds that the additional garage space:

- a. will not alter the character of the premises in which it is located,
- b. will not have a material adverse effect on the value of the land and buildings or structures in the neighborhood, or on the amenities thereof, and
- c. will be appropriate in scale and mass for the neighborhood, taking into consideration the size, number and location of proposed garage doors.

The following substitute main motion was presented by Gilbert W. Cox, Jr.:

Moved: That the Town vote to amend the Needham Zoning By-Law, Section 1.4.7.4 Reconstruction of Two-Family Dwellings Located in a Single Residence A, Single Residence B or Rural Residence-Conservation District Where the Use is Prohibited by deleting the last paragraph of the section and by adding the following paragraphs to the end of the section as follows:

“Notwithstanding the provisions of this section to the contrary, the Board of Appeals may allow reconstruction of a non-conforming two-family dwelling on a lot resulting in the construction of enclosed garage space servicing two cars per dwelling unit, provided the Board finds that:

a.i the additional enclosed garage space will be located in an accessory building where the accessory building is separate from and located to the rear of the back wall of the principal structure and where the enclosed garage space authorized under Section 1.4.7.4 (e) is located within the principal structure, or

a.ii. the additional enclosed garage space will be located in a tandem parking space located within the principal structure where such space is accessed through a single garage door and where such garage door shall be a standard single car garage door width; and

b. the additional enclosed garage space will not alter the character of the premises in which it is located, and

c. the additional enclosed garage space will not have a material adverse effect on the value of the land and buildings or structures in the neighborhood, or on the amenities thereof, and

d. the additional enclosed garage space will be appropriate in scale and mass for the neighborhood, taking into consideration the visual impact of the garage from the street.

Notwithstanding the provisions of this section, (1) the enclosed garage space for not more than one car per dwelling unit allowed pursuant to Section 1.4.7.4(e) and (2) the additional (second) enclosed garage space allowed by paragraph “a.i” immediately above and located in an accessory building of not more than 575 square feet per two vehicles, where the accessory building is separate from and not in front of the house, shall be excluded from the lot coverage calculation of Section 1.4.7.4 (a), 1.4.7.4 (b), 1.4.7.4 (c).”

Mr. George Giunta, Jr., addressed this proposal on behalf of the petitioners. He explained that this article amends the Zoning By-Law to allow for an increase in the permissible enclosed garage space from one to two cars in a non-conforming two-family dwelling. He asked for Town Meeting’s support for this proposal.

Mr. Martin Jacobs, member, advised that the Planning Board supports this proposal.

Mr. Maurice P. Handel, Chairman, recommended adoption of the substitute main motion.

Also speaking in favor of the substitute main motion were Town Meeting Members Michael J. Greis, Jeffrey Kristeller, Paul G. Smith, William J. Okerman, and Christopher A. Maxwell.

ACTION: The main motion was presented, but it failed to pass by voice vote. The substitute main motion was presented and carried by the required two-thirds vote as declared by the Moderator.

VOTED: That the Town vote to amend the Needham Zoning By-Law, Section 1.4.7.4 Reconstruction of Two-Family Dwellings Located in a Single Residence A, Single Residence B or Rural Residence-Conservation District Where the Use is Prohibited by deleting the last paragraph of the section and by adding the following paragraphs to the end of the section as follows:

“Notwithstanding the provisions of this section to the contrary, the Board of Appeals may allow reconstruction of a non-conforming two-family dwelling on a lot resulting in the construction of enclosed garage space servicing two cars per dwelling unit, provided the Board finds that:

a.i the additional enclosed garage space will be located in an accessory building where the accessory building is separate from and located to the rear of the back wall of the principal structure and where the enclosed garage space authorized under Section 1.4.7.4 (e) is located within the principal structure, or

a.ii. the additional enclosed garage space will be located in a tandem parking space located within the principal structure where such space is accessed through a single garage door and where such garage door shall be a standard single car garage door width; and

b. the additional enclosed garage space will not alter the character of the premises in which it is located, and

c. the additional enclosed garage space will not have a material adverse effect on the value of the land and buildings or structures in the neighborhood, or on the amenities thereof, and

d. the additional enclosed garage space will be appropriate in scale and mass for the neighborhood, taking into consideration the visual impact of the garage from the street.

Notwithstanding the provisions of this section, (1) the enclosed garage space for not more than one car per dwelling unit allowed pursuant to Section 1.4.7.4(e) and (2) the additional (second) enclosed garage space allowed by paragraph “a.i” immediately above and located in an accessory building of not more than 575 square feet per two vehicles, where the accessory building is separate from and not in front of the house, shall be excluded from the lot coverage calculation of Section 1.4.7.4 (a), 1.4.7.4 (b), 1.4.7.4 (c).”

ARTICLE 13: AMEND ZONING BY-LAW / ACCESSORY STRUCTURES

To see if the Town will vote to amend the Needham Zoning By-Law, Section 4.2 Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.3, Minimum Side and Rear Line Setbacks: Accessory Structures, by adding a new sentence at the end of the paragraph, so that the entire subsection shall now read as follows: (new language underlined):

“No accessory building or structure, excepting fences, shall be constructed, altered or relocated so that any part thereof shall be less than ten (10) feet from any other building or structure or less

than five feet from the side or rear lines of the lot on which such building or structure is located. Notwithstanding the foregoing, an accessory pergola need not comply with the requirements of the preceding sentence but said pergola must comply with all dimensional setback requirements from abutting properties and from streets and ways. For purposes of this paragraph, "pergola" means an open frame structure consisting of colonnades or posts with a latticework roof designed to support climbing plants, either standing alone or attached to another building or structure."

Article Information: Presently, in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, accessory buildings and structures (excepting fences) are required to be placed at least ten feet from any other building or structure on the lot. The article would permit an exception to the above-noted rule for an accessory pergola. In the subject case, an accessory pergola would be exempted from the minimum 10-foot setback requirement as relates another building or structure on the lot. All other dimensional setback requirements from abutting properties and from streets and ways would remain unchanged.

As required by law, the Planning Board will present its recommendations on this article at the Annual Town Meeting.

MOVED: That the Town vote to amend the Needham Zoning By-Law, Section 4.2 Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.3, Minimum Side and Rear Line Setbacks: Accessory Structures, by adding a new sentence at the end of the paragraph, so that the entire subsection shall now read as follows: (new language underlined):

"No accessory building or structure, excepting fences, shall be constructed, altered or relocated so that any part thereof shall be less than ten (10) feet from any other building or structure or less than five feet from the side or rear lines of the lot on which such building or structure is located. Notwithstanding the foregoing, an accessory pergola need not comply with the requirements of the preceding sentence but said pergola must comply with all dimensional setback requirements from abutting properties and from streets and ways. For purposes of this paragraph, "pergola" means an open frame structure consisting of colonnades or posts with a latticework roof designed to support climbing plants, either standing alone or attached to another building or structure."

The following motion to amend was offered by John P. Connelly to address concerns of the Fire Chief: Moved that the text of the main motion under Article 13 be amended by deleting the second sentence in its entirety and replacing it with the following:

"Notwithstanding the foregoing, an accessory pergola need not comply with the requirement of the preceding sentence but said pergola must comply with all dimensional setback requirements from abutting properties and from streets and ways, and said pergola shall not be constructed or placed in a position where it would prevent the use of a designated fire lane or reduce access to any building."

Mr. Robert Lizza, petitioner, addressed this proposal. He explained that the motion to amend addressed the concerns of the Fire Chief. He explained that this petition seeks to amend the Zoning By-Law, Section 4.2 Dimensional Regulations, to exclude "pergolas" in specific districts. He explained that the Planning Board and the Fire Chief support this amendment.

Mr. Maurice P. Handel, Chairman, recommended adoption on behalf of the Board of Selectmen.

Mr. Sam Bass Warner, member, advised that the Planning Board supports this motion as amended.

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to amend the Needham Zoning By-Law, Section 4.2 Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.3, Minimum Side and Rear Line Setbacks: Accessory Structures, by adding a new sentence at the end of the paragraph, so that the entire subsection shall now read as follows: (new language underlined):

"No accessory building or structure, excepting fences, shall be constructed, altered or relocated so that any part thereof shall be less than ten (10) feet from any other building or structure or less than five feet from the side or rear lines of the lot on which such building or structure is located. Notwithstanding the foregoing, an accessory pergola need not comply with the requirement of the preceding sentence but said pergola must comply with all dimensional setback requirements from abutting properties and from streets and ways, and said pergola shall not be constructed or placed in a position where it would prevent the use of a designated fire lane or reduce access to any building." For purposes of this paragraph, "pergola" means an open frame structure consisting of colonnades or posts with a latticework roof designed to support climbing plants, either standing alone or attached to another building or structure."

Article 14 was previously adopted earlier this evening.

Article 15 was previously withdrawn on Monday, May 2, 2011.

ARTICLE 16: FUND COLLECTIVE BARGAINING AGREEMENT – PUBLIC WORKS/ MASSACHUSETTS LABORERS'DISTRICT COUNCIL

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Public Works/Massachusetts Laborers' District Council, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Public Works/Massachusetts Laborers' District Council, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2012.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that this article requires Town Meeting to ratify the agreement between

the Town and the Public Works/Massachusetts Laborers' District Council. The Board of Selectmen unanimously supports this article.

Mr. Richard J. Lunetta, member, recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 17 was previously withdrawn on Monday, May 2, 2011.

Article 18 was previously withdrawn on Monday, May 2, 2011.

Article 19 was previously withdrawn on Monday, May 2, 2011.

ARTICLE 20: AMEND GENERAL BY-LAW / BOARD OF HEALTH REGULATIONS

To see if the Town will vote to amend Section 8.2 Enforcement by deleting subsection 8.2.2.7 Board of Health Regulations sub-subsections A through F in their entirety and replacing them with a new sub-subsection as follows;

Board of Health Regulations

Enforcement Agent: Health Director, Environmental Health Agent, or Public Health Nurse

Fine Schedule:

First Offense - \$50

Second Offense - \$100

Third Offense - \$200

Fourth and Subsequent Offenses - \$300

Or take any other action relative thereto.

Article Information: The purpose of this proposed amendment is to standardize and simplify the non-criminal disposition schedule of fines relating to Board of Health regulations. The proposal consolidates six different fine schedules into one schedule that will also be applicable to new regulations adopted by the Board of Health.

MOVED: That the Town vote to amend Section 8.2 Enforcement by deleting subsection 8.2.2.7 Board of Health Regulations, sub-subsections A through F in their entirety and replacing them with a new sub-subsection as follows;

Board of Health Regulations

Enforcement Agent: Health Director, Environmental Health Agent, or Public Health Nurse

Fine Schedule:

First Offense - \$50

Second Offense - \$100

Third Offense - \$200

Fourth and Subsequent Offenses - \$300.

Mr. John A. Bulian, Selectman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen. He stated that this change combines multiple fines into one fine.

Mr. Richard M. Reilly, member, recommended adoption on behalf of the Finance Committee. He advised that the fine was the maximum amount to be issued under state law.

In response to an inquiry from Mrs. Louise L. Miller, Mr. Bulian advised that the fines are issued per offense and accumulative.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 21 was previously adopted on Monday, May 2, 2011.

ARTICLE 22: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986

To see if the Town will vote to accept, for fiscal year 2012, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 90% for each eligible exemption; or take any other action relative thereto.

Article Information: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. In fiscal year 2010 the cumulative increase above the statutory limit was 85%.

MOVED: That the Town vote to accept, for fiscal year 2012, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 90% for each eligible exemption.

Mr. Gerald A. Wasserman, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that this is a local option which permits the Town of grant exemptions to certain taxpayers. He explained that the percentage last year was 85%.

Mr. Steven Rosenstock, member, recommended adoption of this article on behalf of the Finance Committee. He noted that these exemptions have been on the state books for many years.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 23 was previously adopted on Monday, May 2, 2011.

Article 24 was previously adopted on Monday, May 2, 2011.

At this time, Richard A. Zimbone, Chairman, presented the annual report of the Fiscal Year 2012 General Fund Operating Budget on behalf of the Finance Committee. He noted that this is the Finance Committee's 100th annual report to the town. The Committee worked closely with both the Town Administration and the School Department/School Committee to develop this budget. He also stated that a detailed discussion is included at the beginning of the Annual Town Meeting Warrant and his remarks tonight will focus on specific aspects of the budget to help provide some additional clarity.

In summary, after adjusting for offsets, transfer to other funds and free cash allocation to cash capital, \$112,243,325 of general fund revenue is available for allocation to the FY 2012 budget. This represents an increase of approximately 1.9% over last year.

Townwide expenses of \$31,483,288, constitute approximately 28% of the FY2012 operating budget. For FY2012, Townwide expenses have decreased from FY2011 by approximately 1%. Townwide expenses have been an area of focus as we look to bridge the gap to 2013 and beyond.

Both town administration and the school department have utilized planning tools to target cost reduction or cost containment efforts without the need to cut personnel or reduce services. Other areas of these efforts include "Group Health Insurance & Benefits". Conversion of town employees to lower premium/higher out-of-pocket cost plans has increased with over 40% of subscribers enrolled in the town's "rate saver" program. Increased enrollment in the "rate saver" program by existing employees and new hires will also serve to lower the rate of growth in our "Retiree Insurance & Insurance Liability Fund".

The Reserve Fund provides an annual pool of funds for use under the jurisdiction of the Finance Committee to cover unbudgeted, unexpected or extraordinary expenses. This year the Finance Committee is recommending a reserve fund of \$1,059,763 which appears to be significantly lower than in past years. However, it is actually not as funds have been reallocated to those line items such as snow & ice, legal expenses and fire department salary & wage expense. The snow & ice removal line item has been increased to \$400,000 which is more appropriate given this appropriation over the past few years.

With respect to Departmental spending, energy costs remain a significant percentage of the non-personnel related expenses incurred by the town. This year just under \$2.9 million was budgeted for building energy costs, including electricity, natural gas and oil used for heating in our town buildings. This represents an increase of approximately \$110,000 or 4% over the FY 2011 budget.

Keeping the budget increase at this level would not have been possible without an effective and well thought out energy management program. Town administration and the Permanent Public Building Committee have worked collaboratively and proactively to construct new buildings and renovate existing buildings to incorporate high energy efficiency standards. Town Administration has planned for the future by striking a balance between long term energy supply contracts and short term buying opportunities to keep the commodity price for energy within check. And, finally, the town's successful energy management program involves the work of the town's Department of Public

Facilities. This facility has undertaken many energy conservation measures and energy efficiency retrofits in existing town buildings.

School Department expenses at just under \$49 million constitute approximately 44% of the total town operating budget. This represents an increase of 4.5% over the FY2011 budget. This budget includes the town's contribution of \$562,637 for the Minuteman Regional High School, an increase of \$193,000, primarily due to an increase in enrollment of students from Needham at Minuteman.

Throughout the budget process, the Finance Committee liaisons have worked closely with the School Department and the School Committee liaisons in the development of the School Department budget. This close working relationship has resulted in the full funding of the School Committee's recommended budget in the FY2012 operating budget.

The Finance Committee, along with the School Committee and School Administration continue to have concerns over the utilization of one time funds to cover ongoing needs. Toward that effort we have worked with both the School Department/School Committee and the Town Administration to minimize or eliminate the use of one time funds going forward.

This year's school budget includes the use of \$500,900 of one time funds to meet ongoing needs. This is a reduction in the planned use of one time funds through the allocation of revenue from the tax levy in the amount of \$300,000.

This problem remains as we move forward. Our ability to use one time funds from outside sources disappears next year as the federal stimulus money is no longer available.

In summary, the Finance Committee is recommending a balanced budget that continues to provide a high level of services to the citizens of Needham. Despite the current economic challenges, your Town and School Administrations and your elected officials have exercised restraint and made great strides to contain costs wherever possible.

In closing, the Chair would like to acknowledge the hard work and dedication of my fellow Finance Committee members and our Executive Secretary in the development of this budget and to thank them for their efforts on behalf of the citizens of the Town of Needham.

ARTICLE 25: APPROPRIATE THE FY 2012 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of \$40,000, from the Overlay Surplus in the amount of \$499,752, from amounts reserved for debt exclusion offsets of \$45,802; and \$300,000 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 4 in order to meet expenses for post employment health and life insurance benefits for eligible retirees from the fund

TOWN OF NEEDHAM

established for that purpose, or take any other action relative thereto.

MOVED: That the Town vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of \$40,000, from the Overlay Surplus in the amount of \$499,752, from amounts reserved for debt exclusion offsets of \$45,802; and \$300,000 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 4 in order to meet expenses for post employment health and life insurance benefits for eligible retirees from the fund established for that purpose.

Mr. Maurice P. Handel, Chairman, acknowledged the hard word of the Finance Committee members and Executive Secretary and requested adoption of the FY2012 Operating Budget on behalf of the Board of Selectmen.

Mrs. Marianne B. Cooley, Chairman, also thanked the Finance Committee on behalf of the School Committee. She explained that the rate saver plans have helped tremendously citing that the school group realized over \$750,000 in savings.

ACTION: The main motion was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of \$40,000, from the Overlay Surplus in the amount of \$499,752, from amounts reserved for debt exclusion offsets of \$45,802; and \$300,000 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 9 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 4 in order to meet expenses for post employment health and life insurance benefits for eligible retirees from the fund established for that purpose.

Townwide Expenses

1. Non Contributory Retirement Payments	32,700
2. Contributory Retirement System	4,722,775
3. Group Health Insurance & Benefits	9,601,203
4. Retiree Insurance & Insurance Liability Fund	3,906,275
5. Unemployment Compensation	140,000
6. Debt Service	10,843,572
7. Worker's Compensation	450,000
8. Casualty Liability & Self Insurance Program	525,000
9. Classification Performance & Settlements	202,000
10. Reserve Fund	1,059,763
Total	31,483,288
Townwide Expense Total	31,483,288

TOWN CLERK'S RECORDS - ANNUAL TOWN MEETING

Board of Selectmen & Town Manager

11A Salary & Wages	646,680
11B Expenses	156,433
Total	803,113

Town Clerk & Board of Registrars

12A Salary & Wages	279,390
12B Expenses	38,290
Total	317,680

Town Council

13A Salary & Wages	68,664
13B Expenses	230,000
Total	298,664

Personnel Board

14A Salary & Wages	600
14B Expenses	11,000
Total	11,600

Finance Department

15A Salary & Wages	1,385,756
15B Expenses	741,605
15C Capital	37,500
Total	2,164,861

Finance Committee

16A Salary & Wages	28,382
16B Expenses	1,075
Total	29,457

General Government Total**3,625,375****Planning**

17A Salary & Wages	232,476
17B Expenses	16,460
Total	248,936

Community Development

18A Salary & Wages	108,584
18B Expenses	11,858
Total	120,442

19 Reserved

-

Land Use and Development Total**369,378****Police Department**

20A Salary & Wages	4,859,711
20B Expenses	239,858
20C Capital	125,891
Total	5,225,460

Fire Department

21A Salary & Wages	6,095,891
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TOWN OF NEEDHAM

TOWN CLERK'S RECORDS – ANNUAL TOWN MEETING

21B Expenses	240,683		
21C Capital	-	Public Facilities Total	7,725,555
Total	6,336,574	<u>Health Department</u>	
<u>Building Inspector</u>		29A Salary & Wages	385,301
22A Salary & Wages	452,113	29B Expenses	<u>76,829</u>
22B Expenses	<u>16,095</u>	Total	462,130
Total	468,208	<u>Human Services</u>	
Public Safety Total	12,030,242	30A Salary & Wages	493,873
		30B Expenses	<u>70,370</u>
		Total	564,243
<u>Minuteman Assessment</u>		<u>Commission on Disabilities</u>	
23 Assessment	<u>562,637</u>	31A Salary & Wages	-
TOTAL	562,637	31B Expenses	<u>550</u>
<u>Needham Public Schools</u>		Total	550
24 Needham Public School Budget	<u>48,436,371</u>	<u>Historical Commission</u>	
TOTAL	48,436,371	32A Salary & Wages	-
Public Schools Total	48,999,008	32B Expenses	<u>1,050</u>
		Total	1,050
<u>Department of Public Works</u>		Needham Public Library	
25A Salary & Wages	3,025,205	33A Salary & Wages	1,073,225
25B Expenses	1,322,295	33B Expenses	<u>292,061</u>
25C Capital	6,700	Total	1,365,286
25D Snow & Ice	<u>400,000</u>		
Total	4,754,200	<u>Park & Recreation Department</u>	
<u>Municipal Parking Program</u>		34A Salary & Wages	440,395
26 Municipal Parking Program	<u>55,000</u>	34B Expenses	<u>110,875</u>
Total	55,000	Total	551,270
<u>Municipal Lighting Program</u>		<u>Memorial Park</u>	
27 Municipal Lighting Program	<u>256,000</u>	35A Salary & Wages	-
Total	256,000	35B Expenses	<u>750</u>
Public Works Total	5,065,200	Total	750
<u>Department of Public Facilities</u>		TOTAL: COMMUNITY SERVICES	2,945,279
28A Salary & Wages	3,058,620	DEPARTMENT BUDGET TOTAL	80,760,037
28B Expenses	4,666,935	TOTAL OPERATING BUDGET	112,243,325
28C Capital			
Total	7,725,555		

Article 26 was unanimously adopted on Monday, May 2, 2011.

Article 27 was unanimously adopted on Monday, May 2, 2011.

ARTICLE 28: APPROPRIATE THE FY 2012 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2012, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Town of Needham
Water Enterprise
FY 2012

Line #	Description	FY 2010		FY 2011		FY 2012		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
301A	Personnel	\$ 909,094	14.5	\$ 1,047,487	14.5	\$ 1,016,863	16.0*	
301B	Expenses	\$ 1,046,301		\$ 985,218		\$ 974,603		
301C	Capital Outlay	\$ -		\$ 20,000		\$ 55,000		
301D	MWRA Assessment	\$ 427,332		\$ 265,017		\$ 605,448		
301E	Debt Service	\$ 1,490,309		\$ 1,500,000		\$ 1,550,000		
302	Reserve Fund	Transfers Only		\$ 75,000		\$ 75,000		
	TOTAL	\$ 3,873,036	14.5	\$ 3,892,722	14.5	\$ 4,276,914	16.0*	
FY 2012 Budget Percentage Change from FY 2011 Budget								9.9%

*The prior year's F.T.E. totals were lower than the number of positions assigned to the department because the drainage program related work which was performed by the enterprise staff was being accounted for in the DPW General Fund budget so correspondingly the F.T.E. figure related to that work was also reflected in the DPW budget. Effective for FY2012, the drainage program will now be budgeted in the enterprise fund and the enterprise funds will now reflect the F.T.E. assigned to the department.

or take any other action relative thereto.

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure zone system supplied by two sources. The Town's primary source of water is the Charles River Well Field which is able to produce up to 4.6 million gallons of water per day. The Town is registered for approximately 4.0 million gallons of water per day, but the DEP permit allows approximately 2.9 million gallons of water per day to be pumped. The Charles River Well Field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin Reservoir and delivered through the Metrowest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station located at the corner of St. Mary Street and Central Avenue. This supply is used when the Town's demand for water is greater than the local supply, and serves as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 135 miles of water mains, 1,166 public hydrants, 3,400 water gate valves, and 9,800 water service connections. This system supports approximately 14,100 installed meters.

The overall operating budget for FY2012 is \$384,192 or 9.9% more than the FY 2011 budget. This increase is primarily due to an increase in the MWRA assessment for the Town's water use. The MWRA bills the Town for actual water consumption in the calendar year preceding the new fiscal year; the FY2012 water assessment is based on CY2010 water use. The preliminary water assessment for FY2012 is \$340,431, approximately 129% higher than the FY2011 budget. The assessment is \$178,116 higher than FY2010. The final assessment from the MWRA is not expected until the end of the State Budget process. The increase in billable consumption is attributable in part to the Town's drinking wells' being off-line at the end of the year, and a higher irrigation demand during the summer months. The Town also expects that because the Town's primary well (Well #1) at Charles River Well Field will be off-line for repair in calendar year 2011, the assessment in FY2013 will be higher than FY2012.

Water Production *	2007	2008	2009	2010
Water Production	1,270.3	1,216.6	1,177.1	1,277.8
Water Production from MWRA	422.2	157.9	93.2	213.2
Water Production from Town Wells	848.1	1,058.7	1,083.9	1,064.6
Percentage from MWRA	33.2%	13.0%	7.9%	16.7%
*millions of gallons				
Meters Replaced	822	909	920	1,067
Percentage of the Total	5.8%	6.4%	6.5%	7.5%

The personnel line has decreased by \$30,624 (approximately 3%) from the FY2011 budget due to staffing and operational changes. The Town and the DPW Union had not reached agreement on a collective bargaining agreement for FY2012 as of the printing of this warrant. Staffing changes include the elimination of one full-time position in the Water Division, and the transfer of an administrative position that is dedicated principally to utility billing and customer service from general administration to utility administration. As with the Sewer Enterprise Fund, there is no actual increase in the number of staff assigned to the Water Division. As noted previously, the change from 14.5 to 16.0 FTEs for

FY2012 is to account for the positions that were previously reflected in the DPW General Fund budget. The FY2012 DPW budget (all divisions) includes a reduction of three FTEs.

The Water Enterprise Fund expenses are also down. The expense line is \$10,615 lower than the FY2011 budget. The decrease is attributed to reductions in professional and technical services expected to be needed during FY2012, and expected favorable bid prices for public works supplies such as water treatment and drinking water chemicals. The combined reduction is \$63,500, but was offset in part by energy-related costs for the facilities and division equipment. The increase in the energy budget is less than requested by the Department, based on actual usage, but the costs are trending higher than the current budget allocation.

Debt service is funded at \$1,550,000, which is based on approved projects, and is in keeping with the overall water capital infrastructure-funding plan for long term investments. Operating capital has been increased to \$55,000 for FY2012; operating capital expenses include items that are typically needed to respond to an urgent situation such as a replacement of a water hydrant, larger water main and gate parts, or time-sensitive improvements to meet a DEP requirement. The water reserve fund is level dollar for FY2012.

The Water Enterprise Fund also reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

MOVED: That the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2012, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Town of Needham Water Enterprise FY 2012							
Line #	Description	FY 2010		FY 2011		FY 2012	
		Expended	FTE	Current Budget	FTE	Recommended	FTE
301A	Personnel	\$ 909,094	14.5	\$ 1,047,497	14.5	\$ 1,016,863	16.0*
301B	Expenses	\$ 1,046,301		\$ 985,218		\$ 974,603	
301C	Capital Outlay	\$ -		\$ 20,000		\$ 55,000	
301D	MWRA Assessment	\$ 427,332		\$ 265,017		\$ 605,448	
301E	Debt Service	\$ 1,490,309		\$ 1,500,000		\$ 1,550,000	
302	Reserve Fund	Transfers Only		\$ 75,000		\$ 75,000	
TOTAL		\$ 3,873,036	14.5	\$ 3,892,722	14.5	\$ 4,276,914	16.0*
FY 2012 Budget Percentage Change from FY 2011 Budget							9.9%

*The prior year's F.T.E. totals were lower than the number of positions assigned to the department because the drainage program related work which was performed by the enterprise staff was being accounted for in the DPW General Fund budget so correspondingly the F.T.E. figure related to that work was also reflected in the DPW budget. Effective for FY2012, the drainage program will now be budgeted in the enterprise fund and the enterprise funds will now reflect the F.T.E. assigned to the department.

In response to an inquiry from Mr. Ford H. Peckham suggesting that the town should look into drawing water from the Elm Bank Aquifer, Town Manager Kate Fitzpatrick noted that there was a water feasibility study a few years ago and that she had recently received a report. That report has not been thoroughly reviewed.

ACTION: The main motion was presented and carried unanimously by voice vote.

- Article 29** was adopted by unanimous consent on Monday, May 2, 2011.

Article 30 was unanimously adopted on Monday, May 2, 2011.
- At 10:45 P.M. Mr. Paul H. Attridge moved that the Annual Town Meeting stand adjourned to Monday, May 9, 2011 at 7:30 P.M. at the Newman School, and it was so voted by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

ADJOURNED ANNUAL TOWN MEETING Monday May 9, 2011

Pursuant to adjournment of the Annual Town Meeting held May 5, 2010, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Monday, May 10, 2010, at 7:30 P.M.

Check lists were used and 211 voters were checked on the list as being present, including 207 Town Meeting Members. 42 Town Meeting Members were absent.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to suspend the proceedings for the thirteenth annual Richard Patten Melick Foundation awards. Mr. James G. Healy, President, explained that Richard P. Melick was the former Moderator in the Town of Needham for 35 years and this foundation was established in 1997 to recognize an extraordinary leader in Needham. Mr. Healy presented Town Meeting Members Gregory John Shesko and William R. Dermody with a certificate for twenty-five years of service to the community. Mr. Healy then introduced Paula R. Callanan, a member of the Board of Directors, who presented the first of this year's award to Neil O. McKittrick. Mr. James G. Healy presented the second award to John "Jack" Logan, Jr.

The Moderator announced that Lois F. Sockol urges Town Meeting Members to take the 10% energy challenge from the Green Needham Collaborative.

Mr. Maurice P. Handel moved that the Annual Town Meeting stand adjourned until such time as the Special Town Meeting called for this evening at 7:30 P.M. is either adjourned or dissolved. It was so voted unanimously.

RECORD OF SPECIAL TOWN MEETING Monday, May 9, 2011

Pursuant to a Warrant issued by the Selectmen April 5, 2011 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Monday, May 9, 2011, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 211 voters, including 207 Town Meeting Members, were checked on the list as being present. 42 Town Meeting Members were absent.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator announced that there are no articles in which the proponents no longer have an interest.

The Moderator announced that Articles 1, 2, and 3 are subject to motions to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 3. No Town Meeting Members responded with "question" or "debate" to Articles 3, 6, and 7. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 3: AMEND GENERAL BY-LAW/OBSTRUCTION OF SIDEWALKS

To see if the Town will vote to amend Article 3 Section 3.1.2 of the General By-Laws by deleting the first sentence and inserting in place thereof the following:

"3.1.2 Obstruction of Sidewalks Except as permitted by the Board of Selectmen or the Director of Public Works, no person shall place, or cause to be placed, upon any public way or sidewalk, any lumber, wood, box, crate, barrel, can, package or other thing, or allow the same to remain for more than one hour, or more than ten minutes after being notified to remove the same by a constable or police officer," or take any other action relative thereto.

Article Information: This is a companion to Article 6 in the 2011 Annual Town Meeting Warrant. Article 6 would allow the Planning Board to permit temporary and seasonal outdoor seating for restaurants on private property, and the Board of Selectmen to permit temporary and seasonal outdoor restaurant seating on public property. Any approval from the Board of Selectmen would require a separate license or lease of the public land. Compliance, if applicable, with the Board's Alcohol Regulations would be required in either case. This article would amend the General By-Laws so as to accommodate the outdoor seating.

MOVED: That the Town vote to amend Article 3 Section 3.1.2 of the General By-Laws by deleting the first sentence and inserting in place thereof the following:

"3.1.2 Obstruction of Sidewalks Except as permitted by the Board of Selectmen or the Director of Public Works, no person shall place, or cause to be placed, upon any public way or sidewalk, any lumber, wood, box, crate, barrel, can, package or other thing, or allow the same to remain for more than one hour, or more than ten minutes after being notified to remove the same by a constable or police officer."

ACTION: So voted by unanimous consent.

**ARTICLE 6: APPROPRIATE FOR
ENGINEERING STUDY FOR ENERGY UPGRADES**

To see if the Town will vote to raise and/or transfer and appropriate \$50,000 for an engineering study for energy upgrades, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$40,000 be transferred from Article 37 of the 2004 Annual Town Meeting and \$10,000 be transferred from line 10 of Article 21 of the 2010 Annual Town Meeting, as amended under Article 13 of the November, 2010 Special Town Meeting; or take any other action relative thereto.

Article Information: The Board of Selectmen appointed a Green Communities Study Committee to make recommendations about the Town's participation in the Commonwealth's "Green Communities Program." One of the criteria for participation in the program is that each community develop a plan to reduce energy consumption by 20% from a defined baseline. Although the Committee has not recommended, and the Board of Selectmen has not discussed whether or not to seek official designation as a "Green Community" under the State program, the Study

Committee recognizes that while Needham has demonstrated a serious commitment to energy reduction initiatives, the Town must continue to expand those efforts. The Committee has recommended that the Town contract for an energy upgrade audit to build on the initiatives that have already been implemented. The consultant will perform an audit on the highest energy-use facilities, and will make recommendations that will serve as the basis of the Town's capital planning in the area of energy reduction.

MOVED: That the Town vote to raise and/or transfer and appropriate \$50,000 for an engineering study for energy upgrades, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that \$40,000 be transferred from Article 37 of the 2004 Annual Town Meeting and \$10,000 be transferred from line 10 of Article 21 of the 2010 Annual Town Meeting, as amended under Article 13 of the November, 2010 Special Town Meeting.

ACTION: So voted by unanimous consent.

ARTICLE 7: APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS

To see if the Town will vote to raise and/or transfer and appropriate \$248.00 for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows, and that \$248 be transferred from Overlay Surplus; or take any other action relative thereto.

Department	Vendor	Description	Fiscal Year	Amount
Human Resources	Health Resources	Testing	FY2009	\$ 53
Human Resources	Health Resources	Testing	FY2009	\$ 106
Human Resources	Health Resources	Testing	FY2009	\$ 89
Total				\$ 248

Article Information: State law requires Town Meeting action in order for the Town to make payment for bills received after the close of the fiscal year or bills in excess of appropriation.

MOVED: That the Town vote to raise and/or transfer and appropriate \$248.00 for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, as follows, and that \$248 be transferred from Overlay Surplus; or take any other action relative thereto.

Department	Vendor	Description	Fiscal Year	Amount
Human Resources	Health Resources	Testing	FY2009	\$ 53
Human Resources	Health Resources	Testing	FY2009	\$ 106
Human Resources	Health Resources	Testing	FY2009	\$ 89
Total				\$ 248

ACTION: So voted by unanimous consent.

At this time the Moderator proceeded with the remaining articles in the Special Town Meeting warrant.

ARTICLE 1: AMEND ZONING BY-LAW – PERSONAL FITNESS SERVICE ESTABLISHMENT IN AN INDUSTRIAL DISTRICT.

To see if the Town will vote to amend the Zoning By-Law as follows:

In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by

inserting immediately below the row that reads "theatres, indoor moving picture shows, bowling alleys, skating rings, billiard rooms, and similar commercial amusement or entertainment places" a new entry, which shall read as follows:

<u>"Use</u>	<u>RRC</u> <u>SRA</u>	<u>SRB</u>	<u>GR</u>	<u>A-1.2</u> <u>&3</u>	<u>I</u>	<u>IND</u>	<u>IND-</u> <u>1</u>	<u>IND</u> <u>P*</u>
Personal fitness service establishment; provided, all required off-street parking is provided on-site for all land uses located on the subject site and in adherence with the requirements of Section 5.1.2, Required Parking, absent any waivers from the provisions of Subsections 5.1.1.5 and 5.1.1.6.....	N	N	N	N	N	Y	N	N
Personal fitness service establishment; where there is insufficient off-street parking on-site to serve all land uses located thereon in adherence with the requirements of Section 5.1.2 but where it can be demonstrated that the hours, or days, of peak parking for the uses are sufficiently different that a lower total will provide adequately for all uses or activities served by the parking lot.....	N	N	N	N	N	SP	N	N"
Or take any other action relative thereto.								

Article Information: This article would authorize personal fitness service establishments in the Industrial District either by right or by special permit. Presently the use is permitted in Needham's Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business districts.

Under the proposed amendment, personal fitness service establishments would be permitted as-of-right in the Industrial district where the number of off-street parking spaces required to service the fitness use and all other land uses located on the property are provided in accordance with zoning by-law requirements. Personal fitness service establishments having insufficient off-street parking would be permitted by special permit in the Industrial district where it can be demonstrated that the hours, or days, of peak parking for the uses are sufficiently different that a lower parking total would provide adequately for all uses or activities served by the parking lot. Personal fitness service establishments are defined within the zoning by-law as a business which involves instructional and/or directed exercise and fitness activities, including, but not limited to, personal training, yoga, spinning, pilates, exercise and fitness classes and lessons, and related activities; having at least one instructor or supervisor for every 15 clients; a maximum class size of 15 clients; a maximum occupancy at any one time of 20 persons; and a maximum total area of 2,500 square feet.

MOVED: That the Town vote to amend the Zoning By-Law as follows:

In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately below the row that reads "theatres, indoor moving picture shows, bowling alleys, skating rings, billiard rooms, and similar commercial amusement or entertainment places" a new entry, which shall read as follows:

<u>"Use</u>	<u>RRC</u> <u>SRA</u>	<u>SRB</u>	<u>GR</u>	<u>A-1.2</u> <u>&3</u>	<u>I</u>	<u>IND</u>	<u>IND-</u> <u>1</u>	<u>IND</u> <u>P*</u>
Personal fitness service establishment; provided, all required off-street parking is provided on-site for all land uses located on the subject site and in adherence with the requirements of Section 5.1.2, Required Parking, absent any waivers from the provisions of Subsections 5.1.1.5 and 5.1.1.6.....	N	N	N	N	N	Y	N	N
Personal fitness service establishment; where there is insufficient off-street parking on-site to serve all land uses located thereon in adherence with the requirements of Section 5.1.2 but where it can be demonstrated that the hours, or days, of peak parking for the uses are sufficiently different that a lower total will provide adequately for all uses or activities served by the parking lot.....	N	N	N	N	N	SP	N	N"

The following motion to amend was offered by Mr. Ronald W. Ruth: That the text of the main motion under Article 1 be amended by deleting the first sentence in its entirety and replacing it with the following:

“Personal fitness service establishment; provided, all required off-street parking is provided on-site for all land uses located on the subject site and in adherence with the requirements of Section 5.1.2, Required Parking, absent any waivers from the provisions of Subsection 5.1.1.5.”; or take any other action relative thereto.

Mr. Ronald W. Ruth, Chairman, addressed this proposal on behalf of the Planning Board. He advised that several landlords in the Industrial area suggested a need for personal fitness centers as well as several other uses presently not permitted. This proposal would allow the use in the industrial district. He recommended adoption on behalf of the Planning Board.

Mr. Maurice P. Handel, Chairman, recommended adoption on behalf of the Board of Selectmen.

In response to an inquiry from Mr. John E. Comando regarding the establishment of this use in other districts, Mr. Ruth suggested that the Planning Board decided to move ahead slowly.

In response to an inquiry from Ms. Kim Marie Nicols regarding access to an industrial district through a residential area – specifically the Crescent Road area, Mr. Ruth stated that all zoning districts must be treated the same.

A motion to amend was offered by Mr. Ford H. Peckham to strike the word “rings” in the first paragraph and insert in place thereof the word “rinks”.

Mr. Peckham’s motion to amend was presented and carried unanimously by voice vote.

Mr. Ruth’s motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to amend the Zoning By-Law as follows:

In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately below the row that reads “theatres, indoor moving picture shows, bowling alleys, skating rinks, billiard rooms, and similar commercial amusement or entertainment places” a new entry, which shall read as follows:

<u>“Use</u>	<u>RRC</u> <u>SRA</u>	<u>SRB</u>	<u>GR</u>	<u>A-1.2</u> <u>&3</u>	<u>I</u>	<u>IND</u>	<u>IND-</u> <u>1</u>	<u>IND</u> <u>P*</u>
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Personal fitness service establishment; provided, all required off-street parking is provided on-site for all land uses located on the subject site and in adherence with the requirements of Section 5.1.2, Required Parking, absent any waivers from the provisions of Subsection 5.1.1.5....

N	N	N	N	N	N	Y	N	N
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Personal fitness service establishment; where there is insufficient off-street parking on-site to serve all land uses located thereon in adherence with the requirements of Section 5.1.2 but where it can be demonstrated that the hours, or days, of peak parking for the uses are sufficiently different that a lower total will provide adequately for all uses or activities served by the parking lot.....

N	N	N	N	N	SP	N	N
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ARTICLE 2: AMEND ZONING BY-LAW – AMENDMENTS TO NEW ENGLAND BUSINESS CENTER, HIGHLAND COMMERCIAL-128 AND MIXED USES – 128 DISTRICTS

Section 3.2.4 Uses in the New England Business Center District (“NEBC”)

1. Amend Section 3.2.4.1 Permitted Uses

a. By adding to (c) after the words “but not including a medical clinic”: “, Medical Services Building; and medical,

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

surgical, psychiatric, dental, orthodontic, or psychologist group practices comprised of three or more such professionals (hereinafter "Group Practices"); and physical therapy, alternative medicine, wellness treatments, including but not limited to, acupuncture, yoga, chiropractic and/or nutrition services. "Professional" shall include professional medical, surgical, psychiatric, dental, orthodontic or psychologist practice by a group of two or fewer such professionals ("Non-group Practice").

b. By amending (i) to read: "On the ground floor only of a multi-story building, consumer and commercial service establishments dealing directly with the general public; business service centers; retail establishments; pharmacies not affiliated with Group Practices, physical therapy, alternative medicine, wellness treatments such as acupuncture, yoga, chiropractic and/or nutrition services; day care uses (other than adult day care establishments requiring a special permit under Section 3.2.4.2 (b) hereof); indoor athletic and exercise facilities; and laundry and dry-cleaning pick-up stations where processing is done elsewhere."

2. Amend Section 3.2.4.2 Uses Permitted by Special Permit

a. By amending current section (f) to read: "Eat in or take-out restaurants or other eating establishments, including coffee shops, provided they are located on the ground floor of a multi-story building. Further provided that drive-thru restaurants or other eating establishments are prohibited."

b. By adding a new section (j): "Group Practices and alternative medicine practices, physical therapy, and wellness treatments facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services. Such uses may have customary and proper accessory uses incidental to the lawful principal uses, including but not limited to, pharmacies. If the principal use is located on the ground floor, then the affiliated pharmacy may be located there also."

Section 3.2.5 Uses in the Highland Commercial-128 District Use

3. Amend Section 3.2.5.1 Permitted Uses

a. By deleting from Section 3.2.5.1(e) the word "professional".

b. By adding to (f) after the words "but not including a medical clinic": "Medical Services Building; Group Practices; alternative medicine practices, physical therapy, and wellness treatment facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services, all as defined in Sections 1.3 and 3.2.4.1."

Section 3.2.6 Uses in the Mixed Use-128 District

4. Amend Section 3.2.6.1 Permitted Uses

a. By deleting from Section 3.2.6.1(e) the word "professional".

b. By adding to (g) after the words "but not including a medical clinic": "Medical Services Building; Group Practices; alternative medicine practices, physical therapy, and wellness treatment facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services, all as defined in Sections 1.3 and 3.2.4.1."

Section 4.8 Dimensional Regulations for NEBC

5. Amend 4.8 Table

a. By changing Maximum Lot Coverage from 50% to [range of 65%-80%] or remove requirement altogether.

b. By changing Floor Area Ratio from 0.40 to 0.50.

6. Amend Footnote (2)

a. By changing first sentence to read: "Maximum lot cover shall be [range of 65% to 80%] for all projects or remove requirement altogether."

b. By changing second sentence to read: "However, if a project is designed such that at least 65% of the required landscaped area immediately abuts at least 65% of the required landscaped area of an adjoining project for a distance of at least 50 feet the maximum lot coverage may be increased to [range of 75% to 90%] or remove requirement altogether."

7. Amend Footnote (4)

By changing the sentence to read: "A 25-foot front yard setback must be maintained for structured parking." (25-foot replaces 30-foot.)

8. Amend Footnote (6)

a. By changing first sentence to read: "A floor area ratio of up to 1.75 may be allowed by a special permit from the Planning Board." (1.75 replaces 1.1)

b. By changing third sentence to read: "Further, the Planning Board may allow a floor area ratio of up to 2.0, by special permit, where the applicant demonstrates, the Board's satisfaction, that the proposed use will not generate peak hour trips in excess of 0.6 trips per 1,000 square feet of total development area." (2.0 replaces 1.5)

Section 4.8.1 Supplemental Dimensional Regulations for NEBC

9. Amend subsection (4)

By changing the first sentence to read: "A minimum of [range of 10%-20%] of the total lot area must be open space." (range of 10%-20% replaces 25%)

Section 4.8.2 Floor Area Ratio, Incentives

10. Amend Section 4.8.2

By changing the first sentence to read: "In the New England Business Center District the maximum floor to area ratio (FAR) permitted by right shall be 0.5." (0.5 replaces 0.4.)

Add New Section 4.8.3

11. Adding Section 4.8.3 as follows: "The Planning Board may, by special permit, waive any and/or all dimensional requirements set forth above in this Section 4.8 (including sections 4.8.1 and 4.8.2) except with respect to the height requirement up to a maximum percentage of 25% if it finds that, given the particular location and/or configuration of a project in relation to

the surrounding neighborhood, such waivers are consistent with the public good, that to grant such waiver(s) does not substantially derogate from the intent and purposes of the By-Law or the Goals of the District Plan, and that such waivers are consistent with the requirements of Section 6.8.”

Or take any other action relative thereto.

Article Information: Pursuant to the appropriation last May by Town Meeting, the Council of Economic Advisors (“CEA”), a committee established by the Board of Selectmen to evaluate Town-wide economic conditions and make recommendations to promote and encourage new and existing businesses, and the Planning Board sought the services of an interdisciplinary team lead by a qualified planning, economic development, urban design and traffic firm to undertake a follow-up study of the New England Business Center (“NEBC”) to that originally completed by Goody, Clancy & Associates in 2001. The purpose of the study was to explore recurrent issues raised by local businesses, developers, real estate brokers and tenants during symposia sponsored by the CEA in regards to expanding the type and mix of allowable uses, including medical uses; expanding the allowable amount of restaurant, retail and other consumer service uses on the first floor of multi-story buildings; analyzing which dimensional controls were restraining development; and assessing the traffic and other impacts of proposed changes. The study results are not completely finalized, and Town Meeting may anticipate that some sections of the article may be amended. Recommended changes include expanding allowed uses, expanding the allowed mix of retail, restaurant and consumer services on the first floor, and changes in dimensional controls. Information regarding specific changes is as follows.

1a. Uses permitted as of right in Section 3.2.4.1 include “professionals” but presently exclude “Medical Clinics”. The By-Law amendments proposed regarding medical uses generally are to clarify and create certainty as to such uses allowed by right, allowed by special permit or prohibited in the NEBC, taking proper account of existing language in the By-Law and the impacts by way of traffic and parking of large medical uses.

Confusion has arisen as to what types of medical uses were excluded and which were allowed in the NEBC. Because the definition of “Medical Services Building” was inserted into the zoning by-law when the Medical Overlay District was adopted, and because the language was not mentioned in connection with the NEBC zoning changes in 2001, allowance of uses detailed in that definition within the NEBC was unclear. Because of the impacts of parking and traffic, certain medical uses, like Medical Clinics, were prohibited in the NEBC but others were not mentioned. Under the Zoning By-Law, uses not allowed are prohibited.

Accordingly, this amendment would allow as of right non-group practices of two or fewer medical professionals. Larger professional groups, physical therapy and alternative and other wellness treatment uses will be allowed only upon the issuance of a special permit, given possible impacts on traffic and parking.

The proposed amendment does not change the situation for medical clinics as not being allowed. The amendment clarifies that Medical Service Buildings, as defined in the By-Law, are similarly not allowed, and clarifies what uses within that definition are allowed. Recent proposed uses within the NEBC have been stymied by the lack of clarity regarding these uses.

1.b. The need for services ancillary and supportive of businesses in the NEBC was a recurrent theme of the symposia and study conducted by the Town over the last few years. As evidenced by the Study, such services—restaurants, retail, and consumer services—are severely restricted by our current zoning and represent an outdated office building model. Accordingly, the amendment broadens the profile of uses allowed on the first floor of a multi-story building in the NEBC to address this deficiency. It is expected that an amendment will be proposed to include language presently being considered to limit the use of this section by ‘big box’ retailers. The amendment also resolves the duplicative reference to “professional” in two separate subsections of Permitted Uses in the NEBC, and relocates food uses to specially permitted uses. Because coffee shops and restaurants will not be limited as to size, it was determined that such uses should be subject to special permit.

2.a. This amendment would allow by special permit all restaurant-related uses and specifically prohibits drive-through eating facilities. Due to unique operational issues surrounding restaurant uses, such as parking and traffic, it was determined that such uses should be subject to special permit.

2.b. Group practices, alternative medicine practices, wellness treatment facilities, and physical therapy uses, may have varying impacts on traffic and parking depending on their operational model. This provision would allow such uses by special permit.

3.a. The amendment resolves the duplicative reference to “professional” in two separate subsections of Permitted Uses in the Highland Commercial-128 District, which rendered the permitted medical uses unclear.

3.b. The use of the Highland Avenue corridor for large medical uses was not envisioned by the original study and the impacts in terms of parking and traffic are not appropriate. This amendment clarifies the original intentions.

4.a. The amendment resolves the duplicative reference to “professional” in two separate subsections of Permitted Uses in the Mixed Use-128 District, which rendered the permitted medical uses unclear.

4.b. The Mixed Use-128 area, with its small lots and difficult road layout, was not envisioned for large medical uses by the original study, and the impacts in terms of parking and traffic are not appropriate. This amendment clarifies the original intentions.

5-10. These sections propose amendments to existing dimension requirements within the NEBC district. Under consideration are revisions to floor area ratio, lot coverage, and open space standards currently authorized by right or by Special Permit within the district. Town Meeting should expect that an amendment will be proposed to include these provisions. Final recommendations are pending the final study results and public hearing.

11. The future development of the NEBC depends on Needham's ability to be responsive to the requirements of new or proposed uses. Successful office parks, such as those located in Waltham and Burlington, have flourished due to the flexibility of their zoning provisions. This amendment will impart greater flexibility into the Zoning By-Law by allowing the Planning Board to waive dimensional requirements, except height, by special permit after making specific findings as to the propriety of the waivers as to a particular project and location.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

Section 3.2.4 Uses in the New England Business Center District ("NEBC")

1. Amend Section 3.2.4.1 Permitted Uses

a. By adding to (c) after the words "but not including a medical clinic": "Medical Services Building; and medical, surgical, psychiatric, dental, orthodontic, or psychologist group practices comprised of three or more such professionals (hereinafter "Group Practices"); and physical therapy, alternative medicine, wellness treatments, including but not limited to, acupuncture, yoga, chiropractic and/or nutrition services. "Professional" shall include professional medical, surgical, psychiatric, dental, orthodontic or psychologist practice by a group of two or fewer such professionals ("Non-group Practice")."

b. By amending (i) to read: "On the ground floor only of a multi-story building, consumer and commercial service establishments dealing directly with the general public; business service centers; retail establishments; pharmacies not affiliated with Group Practices, physical therapy, alternative medicine, wellness treatments such as acupuncture, yoga, chiropractic and/or nutrition services; day care uses (other than adult day care establishments requiring a special permit under Section 3.2.4.2 (b) hereof); indoor athletic and exercise facilities; and laundry and dry-cleaning pick-up stations where processing is done elsewhere."

2. Amend Section 3.2.4.2 Uses Permitted by Special Permit

a. By amending current section (f) to read: "Eat in or take-out restaurants or other eating establishments, including coffee shops, provided they are located on the ground floor of a multi-story building. Further provided that drive-thru restaurants or other eating establishments are prohibited."

b. By adding a new section (j): "Group Practices and alternative medicine practices, physical therapy, and wellness treatments facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services. Such uses may have customary and proper accessory uses incidental to the lawful principal uses, including but not limited to, pharmacies. If the principal use is located on the ground floor, then the affiliated pharmacy may be located there also."

Section 3.2.5 Uses in the Highland Commercial-128 District Use

3. Amend Section 3.2.5.1 Permitted Uses

a. By deleting from Section 3.2.5.1(e) the word "professional".

b. By adding to (f) after the words "but not including a medical clinic": "Medical Services Building; Group Practices; alternative medicine practices, physical therapy, and wellness treatment facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services, all as defined in Sections 1.3 and 3.2.4.1."

Section 3.2.6 Uses in the Mixed Use-128 District

4. Amend Section 3.2.6.1 Permitted Uses

a. By deleting from Section 3.2.6.1(e) the word "professional".

b. By adding to (g) after the words "but not including a medical clinic": "Medical Services Building; Group Practices; alternative medicine practices, physical therapy, and wellness treatment facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services, all as defined in Sections 1.3 and 3.2.4.1."

Section 4.8 Dimensional Regulations for NEBC

5. Amend 4.8 Table

a. By changing Maximum Lot Coverage from 50% to [range of 65%-80%] or remove requirement altogether.

b. By changing Floor Area Ratio from 0.40 to 0.50.

6. Amend Footnote (2)

a. By changing first sentence to read: "Maximum lot cover shall be [range of 65% to 80%] for all projects or remove requirement altogether."

b. By changing second sentence to read: "However, if a project is designed such that at least 65% of the required landscaped area immediately abuts at least 65% of the required landscaped area of an adjoining project for a distance of at least 50 feet the maximum lot coverage may be increased to [range of 75% to 90%] or remove requirement altogether."

7. Amend Footnote (4)

By changing the sentence to read: "A 25-foot front yard setback must be maintained for structured parking." (25-foot replaces 30-foot.)

8. Amend Footnote (6)

a. By changing first sentence to read: "A floor area ratio of up to 1.75 may be allowed by a special permit from the Planning Board." (1.75 replaces 1.1)

b. By changing third sentence to read: "Further, the Planning Board may allow a floor area ratio of up to 2.0, by special permit, where the applicant demonstrates, the Board's satisfaction, that the proposed use will not generate peak hour trips in excess of 0.6 trips per 1,000 square feet of total development area." (2.0 replaces 1.5)

Section 4.8.1 Supplemental Dimensional Regulations for NEBC

9. Amend subsection (4)

By changing the first sentence to read: "A minimum of [range of 10%-20%] of the total lot area must be open space." (range of 10%-20% replaces 25%)

Section 4.8.2 Floor Area Ratio, Incentives

10. Amend Section 4.8.2

By changing the first sentence to read: "In the New England Business Center District the maximum floor to area ratio (FAR) permitted by right shall be 0.5." (0.5 replaces 0.4.)

Add New Section 4.8.3

11. Adding Section 4.8.3 as follows: "The Planning Board may, by special permit, waive any and/or all dimensional requirements set forth above in this Section 4.8 (including sections 4.8.1 and 4.8.2) except with respect to the height requirement up to a maximum percentage of 25% if it finds that, given the particular location and/or configuration of a project in relation to the surrounding neighborhood, such waivers are consistent with the public good, that to grant such waiver(s) does not substantially derogate from the intent and purposes of the By-Law or the Goals of the District Plan, and that such waivers are consistent with the requirements of Section 6.8."

Mr. Ronald W. Ruth moved to amend Article 2 by deleting "Section 4.8 and all that follows".

Mr. Ruth, Chairman, addressed this proposal on behalf of the Planning Board. He noted that this zoning amendment is an effort to create more economic activity in the New England Business Center, Highland Commercial-128, and Mixed Use-128 Districts. The recession hit a couple of years ago and unfortunately, Needham did not catch the lift that other communities did. Thus we are trying to create a more active environment in these districts by allowing limited first floor retail, dry cleaning establishments, restaurants, and day care. The Planning Board recommends adoption of this proposal.

Mr. Matthew D. Borrelli, member, recommended adoption of this proposal on behalf of the Finance Committee. He noted the potential financial benefits of this proposal are similar to that of Article 1.

Mr. Maurice P. Handel, Chairman, advised that this proposal will help to improve the marketability of these districts. He recommended adoption on behalf of the Board of Selectmen.

In response to an inquiry from Mr. Gerald C. Rovner, Mr. Ruth advised that it is contemporary practice and experience to limit these uses to the first floor. These are ground floor ancillary uses and not a retail center.

Mr. Ruth offered the following substitute main motion:

That the Town vote to amend the Needham Zoning By-Law as follows:

Section 3.2.4 Uses in the New England Business Center District ("NEBC")

1. Amend Section 3.2.4.1 Permitted Uses

a. By adding to (c) after the words "but not including a medical clinic": "or Medical Services Building or medical, surgical, psychiatric, dental, orthodontic, or psychologist group practices comprised of three or more such professionals (hereinafter "Group Practices") or physical therapy, alternative medicine practices, wellness treatments, including but not limited to, acupuncture, yoga, chiropractic and/or nutrition services. "Professional" shall include professional medical, surgical, psychiatric, dental, orthodontic or psychologist practice by a group of two or fewer such professionals ("Non-group Practice")."

b. By amending (i) to read: "On the ground floor only of a multi-story building, consumer and commercial service establishments dealing directly with the general public; business

service centers; retail establishments; pharmacies (not affiliated with Group Practices as defined in Section 3.2.4.1, physical therapy, alternative medicine, wellness treatments such as acupuncture, yoga, chiropractic and/or nutrition services); day care uses (other than adult day care establishments requiring a special permit under Section 3.2.4.2 (b) hereof); indoor athletic and exercise facilities; and laundry and dry-cleaning pick-up stations where processing is done elsewhere. Except for day care uses and indoor athletic and exercise facilities, each business establishment shall be limited to 15,000 square feet of floor area."

2. Amend Section 3.2.4.2 Uses Permitted by Special Permit

a. By amending current section (f) to read: "Eat in or take-out restaurants or other eating establishments, including coffee shops, provided they are located on the ground floor of a multi-story building. Further provided that drive-thru restaurants or other eating establishments are prohibited."

b. By adding a new section (i): "Group Practices as defined in Section 3.2.4.1 and alternative medicine practices, physical therapy, and wellness treatments facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services. Such uses may have customary and proper accessory uses incidental to the lawful principal uses, including but not limited to, pharmacies. If the principal use is located on the ground floor, then the affiliated pharmacy may be located there also."

Section 3.2.5 Uses in the Highland Commercial-128 District Use

3. Amend Section 3.2.5.1 Permitted Uses

a. By deleting from Section 3.2.5.1(e) the word "professional".

b. By adding to (f) after the words "but not including a medical clinic": "or Medical Services Building or Group Practices or alternative medicine practices, physical therapy, and wellness treatment facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services, all as defined in Sections 1.3 and 3.2.4.1."

Section 3.2.6 Uses in the Mixed Use-128 District

4. Amend Section 3.2.6.1 Permitted Uses

a. By deleting from Section 3.2.6.1(e) the word "professional".

b. By adding to (g) after the words "but not including a medical clinic": "or Medical Services Building or Group Practices or alternative medicine practices, physical therapy, and wellness treatment facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services, all as defined in Sections 1.3 and 3.2.4.1."

A motion to amend was offered by Mr. Michael J. Greis to reverse the words in Section 2 a. "or" and "other" between the words "drive-thru".

Mr. Ruth spoke in opposition to Mr. Greis' motion to amend.

In response to an inquiry from Mr. Robert E. Deutsch, Mr. Ruth stated that this article does not affect existing setbacks. He also advised that long range planning will include the Highland/Kendrick Street area.

Mr. Ruth's motion to amend was presented, but it failed to pass by a unanimous voice vote.

The main motion was presented, but it failed to pass by a unanimous voice vote.

Mr. Greis's motion to amend was presented, but it failed to pass on a voice vote.

ACTION: The substitute main motion was presented and carried by the required two-thirds vote on a voice vote as declared by the Moderator.

VOTED: That the Town vote to amend the Needham Zoning By-Law as follows:

Section 3.2.4 Uses in the New England Business Center District ("NEBC")

1. Amend Section 3.2.4.1 Permitted Uses

a. By adding to (c) after the words "but not including a medical clinic": "or Medical Services Building or medical, surgical, psychiatric, dental, orthodontic, or psychologist group practices comprised of three or more such professionals (hereinafter "Group Practices") or physical therapy, alternative medicine practices, wellness treatments, including but not limited to, acupuncture, yoga, chiropractic and/or nutrition services. "Professional" shall include professional medical, surgical, psychiatric, dental, orthodontic or psychologist practice by a group of two or fewer such professionals ("Non-group Practice")."

b. By amending (i) to read: "On the ground floor only of a multi-story building, consumer and commercial service establishments dealing directly with the general public; business service centers; retail establishments; pharmacies (not affiliated with Group Practices as defined in Section 3.2.4.1, physical therapy, alternative medicine, wellness treatments such as acupuncture, yoga, chiropractic and/or nutrition services); day care uses (other than adult day care establishments requiring a special permit under Section 3.2.4.2 (b) hereof); indoor athletic and exercise facilities; and laundry and dry-cleaning pick-up stations where processing is done elsewhere. Except for day care uses and indoor athletic and exercise facilities, each business establishment shall be limited to 15,000 square feet of floor area."

2. Amend Section 3.2.4.2 Uses Permitted by Special Permit

a. By amending current section (f) to read: "Eat in or take-out restaurants or other eating establishments, including coffee shops, provided they are located on the ground floor of a multi-story building. Further provided that drive-thru restaurants or other eating establishments are prohibited."

b. By adding a new section (i): "Group Practices as defined in Section 3.2.4.1 and alternative medicine practices, physical therapy, and wellness treatments facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services. Such uses may have customary and proper accessory uses incidental to the lawful principal uses, including but not limited to, pharmacies. If the principal use is located on the ground floor, then the affiliated pharmacy may be located there also."

Section 3.2.5 Uses in the Highland Commercial-128 District Use

3. Amend Section 3.2.5.1 Permitted Uses

a. By deleting from Section 3.2.5.1(e) the word "professional".

b. By adding to (f) after the words "but not including a medical clinic": "or Medical Services Building or Group Practices or alternative medicine practices, physical therapy, and wellness treatment facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services, all as defined in Sections 1.3 and 3.2.4.1."

Section 3.2.6 Uses in the Mixed Use-128 District

4. Amend Section 3.2.6.1 Permitted Uses

a. By deleting from Section 3.2.6.1(e) the word "professional".

b. By adding to (g) after the words "but not including a medical clinic": "or Medical Services Building or Group Practices or alternative medicine practices, physical therapy, and wellness treatment facilities including, but not limited to, acupuncture, yoga, chiropractic and/or nutrition services, all as defined in Sections 1.3 and 3.2.4.1."

Article 3 was adopted by unanimous consent earlier this evening.

ARTICLE 4: ACCEPT M.G.L. CHAPTER 59, SECTION 5, CLAUSE 56

To see if the Town will vote to accept Massachusetts General Laws Chapter 59, Section 5, Clause 56 which would allow members of the Massachusetts National Guard or military reservists who are on active duty to obtain a reduction of all or part of their real and personal property taxes for any fiscal year they are serving in a foreign country, to be effective beginning in fiscal year 2012; or take any other action relative thereto.

Article Information: *This is a local option statute that if accepted would allow Needham residents who are members of the Massachusetts National Guard or who are military reservists and are on active duty to obtain a reduction of all or part of their real and personal property taxes for any fiscal year that they are serving in a foreign country. The Board of Assessors may already grant members of the National Guard and reservists who incur a financial hardship a full or partial exemption of their property taxes under Clause 18A. If this article is adopted, it would allow the Assessors to consider (at the Board's discretion) other extenuating circumstances, but only for those guard members and military reservists serving on active duty outside the United States. In order to be eligible for a reduction of real estate taxes under this option, a guard member or reservist must own the property as of July 1 of the fiscal year for which the relief is sought. The adoption of this article expires two years from the effective date, unless reauthorized by a vote of Town Meeting.*

MOVED: That the Town vote to accept Massachusetts General Laws Chapter 59, Section 5, Clause 56 which would allow members of the Massachusetts National Guard or military reservists who are on active duty to obtain a reduction of all or

part of their real and personal property taxes for any fiscal year they are serving in a foreign country, to be effective beginning in fiscal year 2012.

Mr. Gerald A. Wasserman, Selectman, addressed this proposal on behalf of the Board of Selectmen. He advised that this is a local option statute that applies only to Massachusetts National Guard or military reservists who are on active duty in a foreign country. There are currently seven reservists in Needham. He further noted that the Board of Assessors will develop guidelines. The Board of Selectmen believes this is a worthwhile proposal.

Mr. Richard M. Reilly, member, recommended adoption on behalf of the Finance Committee.

Mr. Robert Y. Larsen spoke in support of this proposal but cautioned that in times of a national emergency, the costs could be substantial.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 5: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate \$178,700 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that \$178,700 be transferred from line 10 of Article 21 of the 2010 Annual Town Meeting, as amended under Article 13 of the November, 2010 Special Town Meeting; or take any other action relative thereto:

Department	Description	Recommended	Amendment
Public Works	Construction Equipment	\$39,700	
Public Works	Large Speciality Equipment	\$139,000	
	Total Appropriation	\$178,700	

Article Information: In years when there is the potential availability of a balance remaining in the Reserve Fund, the Board of Selectmen and Finance Committee may recommend that Town Meeting amend the operating budget of the current fiscal year to fund cash capital requests that the Town would not otherwise be able to fund. The two capital items that were deferred for FY2012 include the following:

Construction Equipment This grouping consists of equipment primarily used in the heavy maintenance, construction, or reconstruction of the Town's infrastructure. Unless circumstances require otherwise, the equipment scheduled to be replaced in FY2012 includes:

Unit	Division	Year	Description	Cost
131	Highway	2000	Street Roller	\$39,700

Large Specialty Equipment Public Works specialty equipment consists of power-assisted equipment or other specialized tools used by the Department in the performance of its work. The Groundmaster mower is an ultra-precise cutting machine that is suited for high visibility sports fields. This piece of equipment will improve productivity, overall aesthetics, and quality of turf. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2012 include:

Unit	Division	Year	Description	Cost
336	Parks	2000	16 foot mower	\$59,000
New	Parks	n a	Groundmaster Mower	\$80,000

MOVED: That the Town vote to raise and/or transfer and appropriate \$178,700 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that \$178,700 be transferred from line 10 of Article 21 of the 2010 Annual Town Meeting, as amended under Article 13 of the November, 2010 Special Town Meeting; or take any other action relative thereto:

Department	Description	Recommended	Amendment
Public Works	Construction Equipment	\$39,700	
Public Works	Large Specialty Equipment	\$139,000	
	Total Appropriation	\$178,700	

The following motion to amend was offered by Mr. John A. Bulian:

That the main motion under Article 5 be amended as follows: By striking the sum "\$178,700" and inserting in place thereof the sum "\$80,000" and by changing the following line items:

Department	Description	Changing From	Changing To
Public Works	Construction Equipment	\$39,700	0
Public Works	Large Specialty Equipment	\$139,000	\$80,000

Mr. John A. Bulian, Selectman, addressed this proposal on behalf of the Board of Selectmen. He advised that this specialty equipment is a 25-foot mower used for sports fields and is in need of replacement.

Mr. Richard J. Lunetta, member, recommended adoption on behalf of the Finance Committee. He concurred that this mower definitely needs to be replaced.

Mr. Bulian's motion to amend was presented and carried by unanimous vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate \$80,000 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that \$80,000 be transferred from line 10 of Article 21 of the 2010 Annual Town Meeting, as amended under Article 13 of the November, 2010 Special Town Meeting.

Department	Description	Recommended	Amendment
Public Works	Construction Equipment	\$39,700	\$0
Public Works	Large Specialty Equipment	\$139,000	\$80,000
	Total Appropriation	\$80,000	

Article 6 was adopted by unanimous consent earlier this evening.

Article 7 was adopted by unanimous consent earlier this evening.

ARTICLE 8: RESTORATION OF CHARLES RIVER TREATMENT FACILITY WELL

To see if the Town will vote to raise and/or transfer and appropriate \$600,000 for design, engineering, restoration and improvements at the Town's Charles River Water Treatment Facility Well, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Water Enterprise Fund Retained Earnings; or take any other action relative thereto.

Article Information: The Charles River Water Treatment Facility draws upon three wells to provide the Town with its drinking water. In general, during winter months, the Town's water needs are met by the Charles River Water Treatment Facility. During summer months, the Town's water supply is supplemented with MWRA water pumped through the St. Mary's Pumping Station.

Well #1 was built in 1936 and is approximately 100 feet deep. A filtering screen lines the well removing particles from the water as the water is pumped to the Water Treatment Facility. Over time, the screen becomes coated with mineral deposits and particles. As part of the ordinary maintenance of the wells, the screens are cleaned on a three-year rotating basis, with one well cleaned every year. During the cleaning this year, the screen in well #1 collapsed resulting in the accumulation of 55 feet of deposits in

the well, rendering it unusable. Well #1 is the Town's top producing well. The Town has been supplementing its water production with MWRA supplied water since well #1 collapsed.

The Public Works Department retained engineering services to evaluate the options for restoring well #1's pumping capacity. Three options were investigated: repair of the existing well, repair of the existing well and drilling of a satellite well to supplement the existing well, and abandonment of well #1 and drilling of a new well. The selected option was to drill a replacement well. A Request for Proposals (RFP) has been advertised to secure the services of a consulting engineer to undertake the testing, design, permitting and related engineering services related to the replacement of the well.

MOVED: That the Town vote to raise and/or transfer and appropriate \$600,000 for design, engineering, restoration and improvements at the Town's Charles River Water Treatment Facility Well, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Water Enterprise Fund Retained Earnings.

Mr. James G. Healy, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that an engineering firm was hired to look at several options relating to the Charles River Treatment facility. It was determined that the

best option was to drill a new well. The Board of Selectmen voted in favor of this proposal.

Mr. Steven Rosenstock, member, recommended adoption of this proposal on behalf of the Finance Committee. He stated that the estimated cost of water from the MWRA if the well is not fixed exceeds the \$600,000 appropriation.

ACTION: The main motion was presented and carried unanimously by voice vote.

At 9:10 P.M. Mr. Maurice P. Handel on behalf of the Board of Selectmen moved to dissolve the Special Town Meeting with the following Resolution:

THE FOLLOWING RESOLUTION

Was offered

In memory of Barbara Downs

WHEREAS: Barbara (Hammer) Downs was born and raised in Buffalo, New York. She graduated from South Park High School and earned a Masters Degree in Education at Buffalo State College. Barbara worked as a fifth-grade teacher in Orchard Park, New York for five years, and then married her husband, Robert A. Downs, in 1964. In 1966, Barbara and Robert settled in Needham, where they raised their daughter Laura; and

WHEREAS: Barbara Downs was an active member of the Carter Memorial United Methodist Church, serving as a member of the Choir and as a volunteer with the Senior Luncheons group. She was also a member of the Heritage Chorale in Framingham; and

WHEREAS: Barbara Downs was a competitive tennis player and a member of the Needham Pool and Racquet Club. She excelled at bridge, playing with the same group for many years. It was in her role as devoted grandmother to Mia that gave Barbara her greatest pleasure; and

WHEREAS: In addition to her family and social responsibilities, Barbara Downs was a member of the Republican Town Committee and Women's Republican Club, and served as a Town Meeting Member from 1996 to 2010;

NOW THEREFORE, be it resolved by this body that the May 9, 2011 Special Town Meeting be dissolved in honor of the civic and community contributions of Barbara Downs to the Town of Needham.

ACTION: The Resolution was presented and carried unanimously by voice vote.

At 9:10 P.M. a motion to dissolve this Special Town Meeting was offered by Mr. Maurice P. Handel. The motion was presented and so voted by unanimous vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy

ATTEST:

The Moderator called the Annual Town Meeting back into session, declared a quorum to be present and requested the Town Clerk to so record. Discussion commenced under Article 11 that was postponed to a time certain, mainly upon the dissolution of the Special Town Meeting.

ARTICLE 11: AMEND ZONING BY-LAW / FARMERS' MARKET

INSERT NEW USE CATEGORY UNDER **AGRICULTURE** in Table 3.2.1 and Table 3.2.2:

Periodic outdoor sale, but not to exceed once a week, during the season from May 15 to November 30 by a non-profit corporation or organization operating a farmers market for the sale of edible farm products, farmer raised flowers, farmer raised plants, firewood, homemade preserves, homemade baked goods, homemade soaps, farm wool products, and similar products, including the outdoor display of such merchandise. Outdoor display and outdoor sales are permitted on existing parking spaces, provided that adequate parking and loading are maintained.

INSERT **SP** in all zoning districts in Table 3.2.1 and Table 3.2.2 for the above use.

Article Information: The article proposes to amend the Zoning By-Law, Schedule of Use Regulations, so as to allow a non-profit corporation or organization to operate a farmers market where the periodic outdoor sale of edible farm products, farmer raised flowers, farmer raised plants, firewood, homemade preserves, homemade baked goods, homemade soaps, farm wool products, and similar farm products, including the outdoor display of such merchandise, would be permitted by special permit. Periodic outdoor sale is defined as not more than once a week during the season from May 15 to November 30. The use would be permitted by special permit from the Board of Appeals in all zoning districts except the New England Business Center, Highland Commercial-128, Mixed-Use 128, Neighborhood Business and Elder Services Districts.

As required by law, the Planning Board will present its recommendations on this article at the Annual Town Meeting.

MOVED: That the Town vote to amend the Zoning By-Laws as follows:

INSERT NEW USE CATEGORY UNDER **AGRICULTURE** in Table 3.2.1 and Table 3.2.2:

Periodic outdoor sale, but not to exceed once a week, during the season from May 15 to November 30 by a non-profit corporation or organization operating a farmers market for the sale of edible

farm products, farmer raised flowers, farmer raised plants, firewood, homemade preserves, homemade baked goods, homemade soaps, farm wool products, and similar products, including the outdoor display of such merchandise. Outdoor display and outdoor sales are permitted on existing parking spaces, provided that adequate parking and loading are maintained.

INSERT SP in all zoning districts in Table 3.2.1 and Table 3.2.2 for the above use.

The Moderator announced that it was time to do some housecleaning on Article 11. The floor is cluttered. He stated that on the floor were the following motions: 1. the original main motion by Jill C. Kahn-Boesel, 2. a substitute main motion by Jill C. Kahn-Boesel, and 3. the motion to amend by Louise L. Miller. He further noted that the proponents to these motions and amendments met and would like the substitute main motion signed by Jill C. Kahn-Boesel to pass.

Mrs. Miller's motion to amend was presented but it failed to pass on a voice vote.

The original main motion was presented, but it unanimously failed to pass on a voice vote.

The floor has been cleaned. On the floor are a substitute main motion and a motion to amend the substitute main motion as follows:

The following substitute main motion was offered by Louise L. Miller:

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. INSERT A NEW DEFINITION UNDER SECTION 1.3 AT THE APPROPRIATE ALPHABETICAL LOCATION

"A Farmers Market is activity which is comprised predominantly of an outdoor activity whereby a) farmers display and sell (i) items that have been produced on farms they operate or (ii) items that have been produced on other farms through a farmer-agent relationship (such items to include food, flowers, plants, firewood, preserves, baked goods, soaps, wool products and similar items), such sales to be directly to the public and not through wholesale vendors, by the farmer, the farmer's employees, or farmer-agents, and b) bakery establishments display and sell their baked goods, such sales to be directly to the public and not through wholesale vendors, by the bakery establishment, its employees, or farmer-agents. A farmer-agent is defined as a farmer who is acting on behalf of another farmer (or bakery) on the basis of a direct contractual relationship between such farmer (or bakery) and there is no intermediary."

2. INSERT NEW USE CATEGORY UNDER AGRICULTURE IN Table 3.2.1 and Table 3.2.2:

"Farmers Market, not to exceed once a week, during the season from May 15 to November 30, which may take place on existing parking areas serving one of the following uses: (i) municipal/public uses, (ii) religious and educational uses protected by MGL Chapter 40A, Section 3 or (iii) in a commercially zoned district commercial uses, provided that the special permit granting authority determines that in addition to other necessary findings under Section 7.5.2 of the By-Law adequate parking and loading

areas are maintained to serve such other uses during the Farmers Market."

3. INSERT SP in all zoning districts in Table 3.2.1 and Table 3.2.2 for the above use.

Or take any other action relative thereto.

A motion to amend the substitute main motion by striking the word "between" at the bottom of the first paragraph and inserting in place thereof the word "with" was offered by Louise L. Miller.

Mrs. Louise Miller addressed her substitute main motion by explaining that the amendment has three paragraphs. The first paragraph is the definition of a Farmers Market which would allow farmers to sell their products as well as those products from other farmers and baked goods. The second paragraph defines where the Farmers Market can take place. There are three uses – municipal, religious and industrial parking lots. The third paragraph amends the Zoning By-Law table.

In response to an inquiry from Elaine M. Becker, Mr. Maurice P. Handel, Chairman, Board of Selectmen, requested that Town Counsel David S. Tobin address Town Meeting. Mr. Tobin explained that the term "local" is very vague and we must be careful not to violate the Interstate Produce Laws,

Mr. Handel, Chairman, recommended adoption of this proposal on behalf of the Board of Selectmen.

In response to an inquiry from Madeline Ann Wolfeld, Mr. Handel advised that this zoning amendment does not prohibit more than one farmer's market per week. However, this would be considered under the special permit process.

Mr. William G. Doyle expressed concern that this proposal could be detrimental to Volante Farms which has been in Needham and paid taxes to Needham for years.

Mr. John E. Comando noted that Wilson Farms is located in Lexington and there are three farmers markets in the area.

In response to an inquiry from Sandra Balzer Tobin, Mr. Handel explained that the Farmer's Market could not be located in the town center because there is no place for deliveries. However it could be located in the Chestnut Lot.

Susan W. Abbott advised that Volante Farm uses 95% less pesticides than last year.

In response to an inquiry from Joshua Levy, the Moderator asked that he formulate his motion with Town Counsel before placing it on the floor.

Mr. James G. Healy advised that he spoke with Dave and Al Volante regarding their position on the Farmer's Market. Volante Farms does not want to get in the way of the Farmer's Market but did say there might be a loss of revenue to Volante Farms with the advent of the Farmer's Market.

After a lengthy discussion, a motion to move the previous question was offered by Andrea Long-Carter. The motion was presented and carried unanimously by voice vote.

Louise L. Miller's motion to amend to strike the word "between" and insert in place thereof the word "with" was presented and carried unanimously by voice vote.

Louise L. Miller's first motion to amend the substitute main motion was presented and carried on a voice vote as declared by the Moderator.

ACTION: The substitute main motion, as amended, was presented and carried by the required two-thirds vote as declared by the Moderator.

VOTED: That the Town will vote to amend the Needham Zoning By-Law as follows:

1. INSERT A NEW DEFINITION UNDER SECTION 1.3 AT THE APPROPRIATE ALPHABETICAL LOCATION

"A Farmers Market is activity which is comprised predominantly of activity whereby a) farmers display and sell (i) items that have been produced on farms they operate or (ii) items that have been produced on other farms through a farmer-agent relationship (such items to include food, flowers, plants, firewood, preserves, baked goods, soaps, wool products and similar items), such sales to be directly to the public and not through wholesale vendors, by the farmer, the farmer's employees, or farmer-agents, and b) bakery establishments display and sell their baked goods, such sales to be directly to the public and not through wholesale vendors, by the bakery establishment, its employees, or farmer-agents. A farmer-agent is defined as a farmer who is acting on behalf of another farmer (or bakery) on the basis of a direct contractual relationship with such farmer (or bakery) and there is no intermediary."

2. INSERT NEW USE CATEGORY UNDER AGRICULTURE IN Table 3.2.1 and Table 3.2.2:

"Farmers Market, not to exceed once a week, during the season from May 15 to November 30, which may take place on existing parking areas serving one of the following uses: (i) municipal/public uses, (ii) religious and educational uses protected by MGL Chapter 40A, Section 3 or (iii) in a commercially zoned district commercial uses, provided that the special permit granting authority determines that in addition to other necessary findings under Section 7.5.2 of the By-Law adequate parking and loading areas are maintained to serve such other uses during the Farmers Market."

3. INSERT SP in all zoning districts in Table 3.2.1 and Table 3.2.2 for the above use.

ARTICLE 31: APPROPRIATE FOR CPA PROJECT – HOME ENERGY IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$80,000 for window and door replacement for three group homes, to be spent under the direction of the Town Manager, said sum to be transferred from the Community Housing Reserve; or take any other action relative thereto.

Article Information: The Charles River Center is seeking funds to replace windows and doors at their three original group homes. The Stott House, Salamone House and Mountain House are all located on East Militia Heights Road, adjacent to the Paul Merritt Center – the three homes combined include 25 affordable housing units. CPA funds may be spent on the support of affordable units,

and capital improvements qualify as support. The Charles River Center does not receive state or federal funding for capital improvements, and group homes are not eligible for many of the energy grants available to homeowners. The Community Preservation Committee has recommended funding of \$80,000, which is estimated to sufficiently fund the replacements in two of the homes, or a portion of all three homes. The Charles River Center has applied for two additional grants that, if awarded, would provide the funding to complete the project. A similar project was completed with CPA funds at a group home on Webster Street, and the Charles River Center has seen an energy savings of about 18%. A similar reduction is anticipated for these group homes. Last year, CPA funds were appropriated to replace the heating systems in these three homes.

MOVED: That the Town will vote to raise and/or transfer and appropriate the sum of \$80,000 for window and door replacement for three group homes, to be spent under the direction of the Town Manager, said sum to be transferred from the Community Housing Reserve.

Mr. Mark J. Gluesing, member, addressed this proposal on behalf of the Community Preservation Committee. He explained that these funds are for window and door replacement for three group homes at the Charles River Center located on East Militia Heights Road. Mr. Gluesing advised that this will fund two of the three buildings.

Mrs. Lisa W. Zappala, member, recommended adoption on behalf of the Finance Committee.

Mr. Gerald A. Wasserman, Selectman, recommended adoption on behalf of the Board of Selectmen.

ACTION: The main motion was presented and carried by voice vote as declared by the Moderator.

ARTICLE 32: APPROPRIATE FOR CPA PROJECT – REDEVELOPMENT AND EXPANSION OF LINDEN/CHAMBERS & /HIGH ROCK PROPERTIES – FEASIBILITY DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$50,000 for feasibility and design for the redevelopment and expansion of Linden/Chambers/High Rock properties, to be spent under the direction of the Town Manager, said sum to be transferred from the Community Housing Reserve; or take any other action relative thereto.

Article Information: The Needham Housing Authority is seeking funding for the creation of a conceptual plan and design for the phased redevelopment and expansion of the elderly and family housing located on Housing Authority property on Linden Street, Chambers Street, Murphy Road, Yurick Road, Fairview Road, and Sylvan Road. The requested \$50,000 would be matched with \$50,000 from an alternate funding source. The 152 units for senior citizens and veterans are primarily 400 square foot studio apartments, are not energy efficient, and do not meet current ADA and zoning codes. Twenty lots were previously converted to duplexes, with some assistance from CPA funds, providing 20 rental units and 20 affordable homes. Sixty lots remain with 50+ year old housing units.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$50,000 for feasibility and design for the redevelopment and expansion of Linden/Chambers/High Rock

properties, to be spent under the direction of the Town Manager, said sum to be transferred from the Community Housing Reserve.

Ms. Janet C. Bernardo, member, addressed this proposal on behalf of the Community Preservation Committee. This proposal will provide funding for a feasibility study for the redevelopment and expansion of Needham Housing Authority property on Linden Street, Chambers Street, Murphy Road, Yurick Road, Fairview Road, and Sylvan Road.

Mrs. Lisa W. Zappala, member, recommended adoption on behalf of the Finance Committee.

Mr. Gerald A. Wasserman, Selectman, stated that the Board of Selectmen unanimously supports this article.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 33: APPROPRIATE FOR CPA PROJECT - PRESERVATION OF HISTORIC DOCUMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$7,500 for preservation and conservation of historic documents, to be spent under the direction of the Town Manager, said sum to be transferred from the Historic Resources Reserve; or take any other action relative thereto.

Article Information: On November 6, 2010, the Needham Town Hall cornerstone time capsule from 1902 was opened in a ceremony held at Memorial Park. The goal of this project is to conserve the documents for future generations, and allow for the possibility for public display. The documents included hand printed documents, maps, ink printed lists, brochures, pamphlets and newspapers. The documents reflect the life and government of Needham in 1902, and most are in good condition. The paper documents will be relaxed, flattened, surface cleaned, de-acidified, and placed in Mylar envelopes. The small booklets will be treated, re-assembled and placed in envelopes in booklet form. Photographs will be restored and all items will be scanned, so that they can be viewed and stored electronically.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$7,500 for preservation and conservation of historic documents, to be spent under the direction of the Town Manager, said sum to be transferred from the Historic Resources Reserve.

Mr. Reginald C. Foster, member, recommended adoption of this proposal on behalf of the Community Preservation Committee. He stated that the Town Hall cornerstone time capsule from 1902 was opened on November 6, 2010. This request is to preserve those records for future generations.

Mrs. Lisa W. Zappala, member, recommended adoption of this article on behalf of the Finance Committee.

Mr. Maurice P. Handel, Chairman, recommended adoption on behalf of the Board of Selectmen.

ACTION: The main motion was presented and carried by voice vote as declared by the Moderator.

At 11:00 P.M. Mr. David R. Cox moved that the Annual Town Meeting stand adjourned to Wednesday May 11, 2011 at 7:30 P.M. at the Newman School. The motion was presented but it failed to pass by voice vote

ARTICLE 34: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate \$1,640,000 pursuant to M.G.L. Chapter 44B from the estimated FY 2012 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee	\$82,000
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Reserves:

B. Community Preservation Fund Annual Reserve	\$1,131,200
C. Community Housing Reserve	\$213,400
D. Historic Resources Reserve	\$0
E. Open Space Reserve	\$213,400

or take any other action relative thereto.

Article Information:

The Town Meeting and the voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the CPC and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open space. The Town traditionally sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Annual Reserve. In addition to the three projects proposed to be funded through reserves under Articles 31, 32 and 33, the CPC recommends approval for 11% to be appropriated to the Community Housing Reserve and the Open Space Reserve. Allocation to the Historic Reserve is satisfied by the Town's first payment of the debt for the Town Hall project which is included in the motion to appropriate the Operating Budget under Article 25. The CPC also recommends an appropriation of 5% for administrative and operating expenses.

MOVED: That the Town vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate \$1,640,000 pursuant to M.G.L. Chapter 44B from the estimated FY 2012 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee	\$82,000
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Reserves:

B. Community Preservation Fund Annual Reserve	\$1,131,200
C. Community Housing Reserve	\$213,400

D. Historic Resources Reserve \$0
 E. Open Space Reserve \$213,400

Attest:

Mrs. Jane A. Howard, Member, addressed this proposal on behalf of the Community Preservation Committee. She explained that the CPC and Town Meeting must vote to appropriate at least 10% of the revenue be appropriated or reserved for future appropriation for community housing, historic preservation and open space. The Community Preservation Committee recommends an appropriation of 5% for administrative and operating expenses. She recommended adoption of this proposal on behalf of the CPC.

Mrs. Lisa W. Zappala, member, recommended adoption of this proposal on behalf of the Finance Committee.

Mr. Maurice P. Handel, Chairman, recommended adoption on behalf of the Board of Selectmen.

ACTION: The main motion was presented and carried unanimously by voice vote.

At 11:10 P.M. Mr. David R. Cox moved that the Annual Town Meeting stand adjourned to Wednesday, May 11, 2011 at 7:30 P.M. at the Newman School, and it was so voted unanimously by voice vote.

Theodora K. Eaton, MMC
 Town Clerk

A true copy

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 11, 2011

Pursuant to adjournment of the Annual Town Meeting held May 9, 2011, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Wednesday May 11, 2011, at 7:30 P.M.

Check lists were used and 199 voters were checked on the list as being present, including 197 Town Meeting Members. 52 Town Meeting Members were absent

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

On behalf of Mr. Paul H. Attridge, the Moderator announced that reserved Boston Pops tickets can be picked up on May 13, 2011 from 6:00 P.M. – 9:00 P.M. at the Needham Historical Society Little Red School House.

Article 35 was adopted by unanimous consent on Monday, May 2, 2011.

ARTICLE 36: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate \$1,703,859 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and raised from the tax levy; or take any other action relative thereto:

GF	Description	Recommended	Amendment
General Government	Network Services & Switches	\$30,000	
General Government	Document Record Management System	\$90,000	
Public Safety	Base Radio Station	\$112,496	
Public Schools	Copier Replacement	\$66,950	
Public Schools	Technology Replacement	\$49,100	
Public Schools	Furniture & Musical Equipment	\$52,750	
Public Works	Core Fleet Replacement	\$304,000	
Public Works	Small Specialty Equipment	\$64,500	
Public Works	Snow & Ice Equipment	\$165,000	
Public Works	Salt Storage Shed Design	\$75,000	
Public Facilities	Core Fleet Replacement	\$25,000	
Public Facilities	Small Specialty Equipment	\$29,563	
Public Facilities	Facilities Maintenance Program	\$400,000	
Community Services	HP Transport Van	\$52,000	
Community Services	Playground Equipment	\$25,000	
Community Services	Library Technology Replacement	\$25,000	
Community Services	Athletic Facility Improvements	\$137,500	
Total Appropriation		\$1,703,859	

Article Information:**Network Servers and Switches**

This project will replace older application and data servers with newer, faster and more energy-efficient models. Hardware also includes the replacement of the spam and virus firewalls and internet filtering. Older network switches that are used to connect buildings, departments, and workstations throughout the Town are replaced with newer models for faster and more efficient communications. Not replacing or updating this equipment can affect email, financial applications, internet access, and data accessibility. If network attached devices and hardware are unavailable, departments are not able to communicate with the various application packages needed to run their operations.

Document Record Management System

A document management system (DMS) is a computer system used to track and store electronic documents and/or images of paper documents. It is also used to manage work flow needed to collaboratively create, edit, review, index, search, publish and archive various kinds of digital media and electronic text. This type of application is especially important in work areas with limited storage space, and when staff members have the need to find documents, records, or images associated with a specific project or request. In the renovated Town Hall, a document management system will allow departments to access electronically historical documents that in the past were stored locally and which will now be stored off-site or in remote locations. Document record management systems store not only letter or legal size documents, but also plan-size drawings. This project would include the purchase of the software application and the hardware to be used for scanning.

Public Safety Radio Base Station

This project will fund the replacement of the Police Department's base radio station system based on changes in technology and aging of existing equipment. The upgrade of the Town's public safety dispatch radio communications equipment is required to conform to new technology specifications and FCC regulation changes relative to reallocation of the public safety communications bandwidth spectrum. The existing radio communications products were originally installed in 1990, and have reached the limits of expected use. Console furniture and racks to store additional new equipment were installed with E-911 grant funding in June, 2009.

School Copier Replacement

School photocopiers are located in all of the schools and the administration building, and are used both by administrative and teaching staff. Teachers use the machines to reproduce classroom materials, including homework sheets, exams, teaching packets, etc. Currently, the School Department owns 44 copiers and 7 RISO duplicating machines. Since FY2004, 42 copy/RISO machines have been replaced throughout the district. The FY2012 request is to replace an additional seven machines for \$66,950. In FY2009, the School Department modified its methodology for predicting copier replacement, to reflect the lifecycle analysis based on actual usage and model capacity. Using the lifecycle analysis, the Department projects copier replacement needs based on actual usage and the manufacturer's total estimated capacity, which may be more than seven years if the copier is lightly used, or less than seven years for heavily used machines.

School Technology**Portable Device Pilot**

In 2007-2008, the Laptop Study Committee recommended that a 1:1 student laptop program be implemented in Needham to better prepare students for 21st century life and learning. The pilot was put on hold because the devices were not "ready". By FY2012, however, it is expected that the quality and variety of devices has improved enough to enable the pilot program. In addition to meeting the needs of students, the pilot program would serve as a way to evaluate the viability of moving towards a technology model where students would bring a portable device to school in Grades 8 – 12 for writing, research and collaboration. This project would fund 45 tablet devices to be used with Grade 8 students at Pollard, including a cart of 30 devices for classroom use and 15 teacher devices. The tablets would be used by the students only during the school day. The pilot will also require the purchase and installation of 25 additional wireless access points and the purchase of four laptop/portable device storage carts. There is no plan to purchase additional portable devices – the intent is that by FY2013 students would begin to bring their own devices to Grade 8 at Pollard. The following year, students would bring their own devices to the High School.

The portable devices purchased during the pilot year would remain at Pollard, and would continue to be used as classroom devices.

New Technology

In an effort to provide 21st century learning tools in all classrooms, the School District has made a commitment to using interactive whiteboards to enrich the learning environment with multimedia resources and provide the student, as well as the teacher, the ability to interact with these resources and support emerging curricula. SMART Boards and Mimios are the two brands of interactive whiteboards in use in the School Department. To date, the Department has installed SMART Boards at Needham High School, High Rock, Eliot, and Hillside. Schools that have partial interactive board installation include Pollard, Mitchell, Broadmeadow and Newman. This request funds the purchase of new boards and the mounting of existing boards at Broadmeadow, Hillside, Mitchell, and Pollard.

Technology Replacement

The annual technology replacement program will fund the replacement of two network servers and the High School Foreign Language Lab server. The network servers are critical to the continuous use of the district's information systems. As critical servers are replaced, they are delegated to a less critical function and kept in the inventory for approximately six years. The Foreign Language Lab server has also reached the end of its life cycle and needs to be replaced. Also included in this category are replacements of 11 UPS battery backup devices that support and protect the servers. This request also includes 123 administrative and teacher computers that have reached end-of-life cycle, or are not repairable, 50 laptop computers and 58 desktop computers for students at Broadmeadow, Eliot, and Hillside, one laptop cart for Eliot, one laptop cart for Broadmeadow, and 2 District servers.

School Furniture and Musical Instruments

In FY2005, the Town implemented a funding program to replace furniture in school facilities not scheduled to undergo capital renovation/addition projects in the near future (Hillside, Mitchell, Newman and Pollard). In these schools, furniture is 10-20+ years old and in a state of disrepair after decades of heavy use. This request would provide ongoing funding for regular

replacement. The FY12 request for \$37,750 will target replacement at Pollard, Mitchell and Hillside. At the end of FY15, the Department expects that all furniture in "poor" condition will have been replaced at these four schools, and future year requests will target furniture in "fair" condition.

Also in FY2005, the Town established a replacement cycle for school musical instruments. After eight years of funding, the School Department has experienced a marked improvement in the quality of musical instruments for students to use. The final year of this replacement cycle is FY2014, after which time the Department will have replaced its stock of old and/or un-repairable equipment. At that time, the Department requests funding for inventory expansion to accommodate the large classes beginning to enter the middle and high schools, where there will be a need for larger-sized instruments in the brass and string families. The preliminary replacement plan for FY2012 (\$15,000) is for two cellos or basses (determined by student need) and some large middle school percussion instruments and updating of elementary Orff percussion instruments. Actual purchases may differ to accommodate changes in instrument condition and program.

Public Works Core Fleet The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2012 include:

Unit	Division	Year	Description	Miles	Cost
92	Engineering	2003	Expedition	40,364	\$42,000
32	Highway	2005	4WD Pickup Truck	61,714	\$50,000
57	Highway	2006	4WD Pickup Truck	56,979	\$50,000
9	Drains	1996	6 Wheel Dump Truck	58,540	\$162,000

Small Specialty Equipment This program provides funding to purchase new and replace existing Public Works specialty equipment. This equipment is critical for the efficient operation of the Drains, Highway, and Parks and Forestry Division's maintenance programs. The purchase of this equipment will increase productivity and expand the use of maintenance dollars. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2012 include:

Unit	Division	Year	Description	Cost
233	Highway	2004	Sidewalk Paver	\$29,500
334	Parks	1996	Turfcat Mower	\$35,000

Snow and Ice Equipment This request will provide funding for equipment used primarily in the Snow and Ice Program. Unless circumstances require otherwise, the vehicles and equipment proposed for replacement in FY2012 are as follows:

Unit	Division	Year	Description	Cost
112	Highway	1989	SidewalkT tractor (Wheel w/blower)	\$135,000
9A	Highway	1988	Material Spreader	\$30,000

Salt Storage Shed Feasibility and Design The existing 1,200 ton salt storage building located at the rear of 470 Dedham Ave was constructed during the 1970s with a grant from the Massachusetts Highway Department. Repairs have been made to the roof and walls within the last decade but the structure is showing signs of significant deterioration, especially the sliding access door system, making it difficult to open when required. The shed will be removed from service. The new salt storage shed, which will be designed to hold 5,000 tons of salt, is proposed to be sited at the RTS on Central Avenue. This project will fund a feasibility study to determine the most advantageous location and preliminary design. Building construction and related site work is projected at a cost of approximately \$1.5 million.

Public Facilities Core Fleet The Core fleet consists of passenger vehicles such as sedans and wagons, vans, pick-up trucks, small dump trucks, and utility trucks. Unless circumstances require otherwise, the vehicles scheduled to be replaced include the following:

Unit	Division	Year	Description	Miles	Cost
700	PFD	1996	F250 Electrician Van	61,314	\$25,000

Public Facilities Small Specialty Equipment This program provides funding to purchase new and replace existing Public Facilities specialty equipment. This equipment is critical for the efficient operation of the Public Facilities Department's operations. The purchase of this equipment will increase productivity and expand the use of maintenance dollars. Unless circumstances require otherwise, the vehicles scheduled to be replaced in FY2012 include:

Unit	Division	Year	Description	Cost
New	PFD	New	Closed Cab Mower/Blower	\$29,563

Facilities Maintenance Program This project allows for on-going building maintenance efforts, including, but not limited to flooring, painting, ductwork cleaning, and window replacement. With respect to flooring, the program allows for the replacement of worn, damaged, unsafe, and unsightly floor surfaces. In addition, it provides for the removal of asbestos containing floor tile and allows for its replacement with vinyl composition floor tile in classrooms and carpeting in offices. Unless circumstances require otherwise, FY2012 funding will provide for asbestos abatement in the classrooms, hallways, and office spaces at the Pollard school, Mitchell school crawl space, and the Media Center at the Hillside school. Duct Cleaning will be performed at the Eliot school and Library. In addition, funding from this article will support efforts to enhance energy efficiency and reduce energy consumption including, but not limited to replacing windows with dual pane glass

where possible, installing infrared and motion sensors for lighting, insulating, and correcting envelope issues. Additionally this program will allow the Department to address building systems determined to be in need of rebuilding or replacement.

Senior Transport Van The Senior Center's wheel chair accessible van operates daily, predominantly for local trips that require frequent stops which create stress on the vehicle. The van has traveled approximately 10,000 miles per year since it was placed in service in 2004. Due to safety, reliability and maintenance concerns, the present vehicle is scheduled for replacement in fiscal year 2012. The proposal is for acquisition of a 14 passenger accessible vehicle as a replacement for the E350 van.

Unit	Division	Year	Description	Miles	Cost
402	Senior Center	2004	E350 to be replaced with 14 passenger bus	59,000	\$52,000

Playground Structure Replacements Walker-Gordon has a small playground area that is in need of some additional playground features. The requested funds will allow for equipment for young children to be purchased and installed.

Library Technology Replacement The Library has established a plan for replacing computer and other technology-related equipment, the bulk of which was purchased at the time that the Library was renovated in 2006. The FY2012 request will support the acquisition of 15 public computers and one server.

Athletic Facility Improvements The Department of Public Works and Park and Recreation Department have developed a maintenance plan for all fields, which includes new or total reconstruction, partial renovation, irrigation, drainage improvements, and equipment replacement or repair (bleachers, fences/backstops, player benches and miscellaneous equipment) for multi-use fields and ball diamonds. The project proposed for FY2012 is the renovation of the Walker Gordon Facility, including field reconstruction, bleachers, player benches, irrigation, backstops and fencing. This project dovetails with the Town's acquisition of the adjacent parcel at 174 Charles River which will expand the 90 foot ball diamond, and a companion proposal to install modest playground structures at the Walker Gordon site.

MOVED: That the Town vote to raise end/or transfer and appropriate \$1,703,859 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and raised from the tax levy; or take any other action relative thereto:

GF	Description	Recommended	Amendment
General Government	Network Services & Switches	\$30,000	
General Government	Document Record Management System	\$90,000	
Public Safety	Base Radio Station	\$112,496	
Public Schools	Copier Replacement	\$66,950	
Public Schools	Technology Replacement	\$49,100	
Public Schools	Furniture & Musical Equipment	\$52,750	
Public Works	Core Fleet Replacement	\$304,000	
Public Works	Small Specialty Equipment	\$64,500	
Public Works	Snow & Ice Equipment	\$165,000	
Public Works	Salt Storage Shed Design	\$75,000	
Public Facilities	Core Fleet Replacement	\$25,000	
Public Facilities	Small Specialty Equipment	\$29,563	
Public Facilities	Facilities Maintenance Program	\$400,000	
Community Services	HP Transport Van	\$52,000	
Community Services	Playground Equipment	\$25,000	
Community Services	Library Technology Replacement	\$25,000	
Community Services	Athletic Facility Improvements	\$137,500	
Total Appropriation		\$1,703,859	

Mr. Daniel P. Mathews, Selectman, addressed this proposal on behalf of the Board of Selectmen. This article provides various capital items that are funded with cash as opposed to borrowing or other means. He explained that the \$49,100 School Technology Replacement is not all funded through Cash Capital. There is a one time \$300,000 appropriation that the School is using for this project.

Mr. Richard A. Zimbone, Chairman, recommended adoption of the Cash Capital proposal on behalf of the Finance Committee,

In response to an inquiry from Mr. David J. Ecsedy, Marianne B. Cooley, Chairman, School Committee, concurred with Selectman Daniel P. Mathews that the Needham Public Schools do provide for some of the larger instruments.

In response to an inquiry from Katy M. Dirks, Mr. Matthews advised that the playground equipment on Green's Field was removed due to safety concerns. The Board of Selectmen are hoping to establish a committee to research replacement equipment costs and to possibly establish a fundraising program.

In response to an inquiry from Mr. Glenn S. Orenstein, Mrs. Marianne B. Cooley, Chairman, School Committee, advised that the School Department can block certain programs on student computers. The School Department is also looking into educational Applications.

Mr. David J. Escalante expressed concern that if the pilot program is not all funded through this proposal, perhaps it is not proper to discuss it at this time. It appears that the \$49,100 for school technology is to fund whiteboards. Marianne B. Cooley, Chairman, explained on behalf of the School Committee that there will be a variety of focus groups including parents, teachers, and students that will be researching this program.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 37: APPROPRIATE FOR FIRE ENGINE

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$400,000 for the purchase of a fire engine, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article Information: This request, in conformance with the Fire Department's established vehicle/apparatus replacement plan, is to replace Engine 2, which is a 1989 Emergency One pumper. At the time of replacement, the truck will be 23 years old, three years beyond the scheduled replacement of a back-up Engine. This truck was moved to "ready reserve" status (primary back-up) in 2005. The newly purchased Engine will be placed in service as Engine 1, a front-line emergency response vehicle, and the current Engine 1 (a 1999 Emergency One pumper) will be moved into ready reserve as Engine 2. In FY2004, the existing 1989 Engine 2 was partially refurbished (at a cost of \$39,000) to extend its useful life.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$400,000 for the purchase of a fire engine, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7.

Mr. John A. Bulian, Selectman, stated that the Board of Selectmen supports the purchase of a new fire engine.

Mr. Richard J. Lunetta, member, advised that the purchase of a new fire engine falls within the five-year replacement schedule and that it is actually three years past the replacement time. This fire engine is twenty-two years old. The Finance Committee recommends adoption of this proposal.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 38: APPROPRIATE FOR ROOF REPAIRS/NEEDHAM HIGH SCHOOL

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$320,000 for the repairs to the Needham High School roof, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said

sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article Information: The High School C Building Roof was last replaced in the mid 1980s. This is an asphalt shingle roof, which has an expected lifespan of 30 years. The Department of Public Facilities – Operations has repaired this roof twice in the past two years and shingles continue to blow off. The NHS C Building Roof was not included in the High School renovation project as the roof was within its useful lifespan at the beginning of that MSBA-funded project.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$320,000 for the repairs to the Needham High School roof, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7.

Mr. John A. Bulian, Selectman, recommended adoption on behalf of the Board of Selectmen.

Mr. Matthew D. Borrelli, member, recommended adoption on behalf of the Finance Committee

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 39 was previously adopted on Monday, May 2, 2011

ARTICLE 40: APPROPRIATE FOR FEASIBILITY STUDY OF THE CRICKET FIELD BUILDING

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$10,000 for a feasibility study of the Cricket Field house, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation that \$10,000 be transferred from Article 37 of the 2004 Annual Town Meeting; or take any other action relative thereto.

Article Information: The Cricket Field building is used throughout the year by Park and Recreation summer programs, Needham High Girls Soccer and Girls Lacrosse, and storage for Park and Recreation and DPW Parks & Forestry. The goals of the Park and Recreation Commission are to keep the building in use for years to come, improve health and safety of the building, develop handicap accessible access to the site and building, provide public restrooms to all park users, create a more effective

storage system, and enable the department to get more use out of the building for revenue-generating programs. The wood frame structure is approximately 1,250 square feet. This request would fund a feasibility study to determine the best course of action to meet the stated goals.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of \$10,000 for a feasibility study of the Cricket Field house, to be spent under the direction of the Town Manager/Permanent Public Building Committee, and to meet this appropriation that \$10,000 be transferred from Article 37 of the 2004 Annual Town Meeting.

Mr. John A. Bulian, Selectman, addressed this proposal on behalf of the Board of Selectmen. He stated that this proposal is to fund a feasibility study to determine the best course of action to address building repairs.

Mr. Thomas M. Jacob, Chairman, addressed this proposal on behalf of the Park & Recreation Commission. He explained that the Cricket Field house was built in the 1960s and needs repairs. The Park & Recreation Commission hope to keep this building available for many years.

Mr. Richard M. Reilly, member, recommended adoption on behalf of the Finance Committee.

ACTION: The main motion was presented and carried by voice vote as declared by the Moderator.

ARTICLE 41: APPROPRIATE FOR BOOTH STREET RECONSTRUCTION

To see if the Town will vote to raise and appropriate \$125,000 for the reconstruction of Booth Street from Central Avenue to 50 Booth Street, under the laws authorizing the assessment of betterments, to be spent under the direction of the Town Manager, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article Information: The Town received a request for private street acceptance from neighbors on Booth Street from Central Avenue to #50 Booth Street. After investigation, the Town determined that the pavement thickness does not comply with Town standards, the profile and cross section do not meet the minimum slope criteria resulting in drainage problems, at least one sidewalk must be installed, granite curb is required at the intersection of Hill Street, and the remainder of the road requires a Cape Cod style berm. Abutters seeking street acceptance can either improve the street to Town specifications themselves, or petition that the Town complete the work. In this case, the Town will complete the work, and the abutters will pay for the improvement through a betterment process. The construction cost sought in this article will be apportioned to the 12 abutters on Hill Street, Booth Street, and Central Avenue.

MOVED: That the Town vote to raise and appropriate \$125,000 for the reconstruction of Booth Street from Central Avenue to 50 Booth Street, under the laws authorizing the assessment of betterments, to be spent under the direction of the Town Manager, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7.

Mr. Maurice P. Handel, Chairman, addressed this proposal on behalf of the Board of Selectmen. He explained that this proposal would allow the reconstruction of a portion of Booth Street from Central Avenue to #50 Booth Street. The abutters will pay for these improvements through a betterment process. In addition a sidewalk will be installed leading to Hillside School. Upon completion of the street reconstruction, the Town will accept this way as a public way.

Mr. Richard M. Reilly, member, stated that the Finance Committee recommends adoption of this proposal.

In response to a concern expressed by Mrs. Jeanne S. McKnight that public funds could only be used for public ways, Mr. Handel advised that street will be taken as a public way completion of the reconstruction.

In response to an inquiry from Mr. David J. Ecsedy, Mr. Handel stated that the abutters can choose to repay improvement costs over a ten-year period through the betterment plan.

In response to an inquiry from Mr. Robert E. Deutsch, Mr. Handel stated that there are twelve homes on Booth Street; there is already a walking route to the Hillside School; and borrowing for this proposal is in the best interest of the town.

Mr. Richard M. Reilly, member, explained that the town can borrow at a low cost.

Town Counsel David S. Tobin advised Mrs. McKnight that if this article was not proper, bond counsel would not allow the borrowing.

ACTION: The motion was presented and carried by two-thirds vote as declared by the Moderator.

ARTICLE 42: APPROPRIATE FOR RTS CONSTRUCTION EQUIPMENT

To see if the Town will vote to raise and/or transfer and appropriate \$86,000 for RTS Construction Equipment, to be spent under the direction of the Town Manager, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44; or take any other action relative thereto.

Article Information: This funding will support the acquisition of a forklift to replace the 1992 skid steer loader. The forklift will be used to load the containers that are used to store and transport a variety of recyclables into or onto transport vehicles. The forklift is better suited for this work in terms of lifting capability and height range.

MOVED: That the Town vote to raise and/or transfer and appropriate \$86,000 for RTS Construction Equipment, to be spent under the direction of the Town Manager, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44.

Mr. John A. Bulian, Selectman, explained that this proposal is to replace a forklift at the RTS. He stated that the Board of Selectmen unanimously supports this article.

Mr. Richard M. Reilly, member, stated that the Finance Committee recommends adoption of this proposal.

In response to an inquiry from Mr. Ronald W. Ruth, Mr. Bulian advised that the funding for this RTS construction equipment is ultimately coming out of the RTS Enterprise Fund Retained Earnings.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 43: APPROPRIATE FOR RTS LARGE SPECIALTY EQUIPMENT

To see if the Town will vote to raise and/or transfer and appropriate \$152,000 for the purchase of a semi-tractor, said sum to be spent under the direction of the Town Manager, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7; or take any other action relative thereto.

Article Information: Public Works specialty equipment consists of power-assisted equipment or other specialized tools used by the Department in the performance of its work. This appropriation will fund the replacement of the 2001 semi-tractor with 292,351 miles. The primary function of the tractor is the movement of the transfer trailers into and out of the transfer station receiving bay for pick-up by the hauling contractor. The tractor is also used to move the trailers that contain recyclables to make them ready for transport to market by the recycling contractor.

MOVED: That the Town vote to raise and/or transfer and appropriate \$152,000 for the purchase of a semi-tractor, said sum to be spent under the direction of the Town Manager, and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L., Chapter 44, Section 7.

Mr. John A. Bulian, Selectmen, addressed this proposal on behalf of the Board of Selectmen. He explained that this article is to replace the RTS semi-tractor that has over 292,351 miles. The Board of Selectmen unanimously supports this proposal.

Mr. Richard M. Reilly, member, recommended adoption on behalf of the Finance Committee. He explained that this semi-tractor operates solely within the RTS moving the large transfer trailers.

ACTION: The main motion was presented and carried by a two-thirds vote declared by the Moderator on a voice vote.

Article 44 was adopted by unanimous consent on Monday, May 2, 2011.

Article 45 was adopted by unanimous consent on Monday, May 2, 2011.

Article 46 was adopted by unanimous consent on Monday, May 2, 2011.

Article 47 was previously withdrawn on Monday, May 2, 2011.

Article 48 was previously withdrawn on Monday, May 2, 2011.

Article 49 was previously withdrawn on Monday, May 2, 2011.

ARTICLE 50: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

At this time the Moderator announced that there were no proposals to present under the Omnibus Article and he declared the article disposed of.

At this time the Moderator thanked Town Meeting Member Paul T. Milligan for serving as temporary Town Moderator on Wednesday, May 4, 2011 in the absence Moderator Michael K. Fee who was out of town on unavoidable daytime business. He also thanked the following individuals and groups for their participation in Town Meeting: Custodian Doug Emily for setting up the auditorium and flashing the lights to end the break; Tarkan Tekan for setting up and maintaining the audio system; Mark Mandel and the Needham Cable Channel for setting up and running the cameras as well as broadcasting and recording our meetings; He thanked Ned Cooley, McKenzie Wade and Brendan Conway for manning the microphones.

Police Chief Thomas Leary received a standing ovation as the Moderator announced that the Chief would be retiring after thirty-six years of service to the Town of Needham.

The Moderator announced that this is the last night the Newman auditorium will be available due to renovations and he noted that we will return in the future.

He thanked his appointees who serve on the Finance Committee on a voluntary basis as well as all Town Meeting Members whose behavior was exemplary providing good civil discourse and he expressed his appreciation for their willingness to participate in this great institution. He noted that they are heirs to a great legacy and urged continuance of this wonderful tradition.

At 8:45 P.M. Mr. Maurice P. Handel on behalf of the Board of Selectmen moved to dissolve the Annual Town Meeting with the following Resolution:

THE FOLLOWING RESOLUTION

Was offered

In memory of Lawrence G. Eaton

WHEREAS: Lawrence G. "Skilky" Eaton was born in Needham, and graduated from Needham High School and Norwich University. He served as a 2nd Lieutenant in the U.S. Army Reserve and in the U.S. Navy during the Second World War. He was the husband of the late Barbara Stricklin and of Theodora K. "Tedi" Eaton, father of Sandra, Lawrence, and David, and stepfather of Geoffrey and Theodore Bertolet and the late Ronald Tocci; and

WHEREAS: Skilky Eaton devoted over 50 years of his professional life to the management of the Eaton Funeral Home, most recently as President; and

WHEREAS: Skilky Eaton was a senior member and past president of the Needham Exchange Club for 55 years. In 2004, he was honored with the Exchangeite of the Year Award, given to a member who demonstrates the highest level of commitment to the values of the Exchange Club and to the Community. In 1981, Skilky Eaton was granted the Harold J. Wilkinson Award for promoting the Exchange Club and for his extraordinary contribution of time and energy to the Club and the Town of Needham; and

WHEREAS: Skilky Eaton was a past master and 50 year member of the Norfolk Lodge, and past member of the Grand Lodge. He served as a Director of the Needham Historical Society, Director and founding member of the Richard Patton Melick Foundation, and long-time member of the American Legion Post #14 and the Needham Village Club. He also coached youth baseball and football for many years; and

WHEREAS: Skilky Eaton served on numerous Town boards and committees and as a Town Meeting Member from 1991 to 2001;

NOW THEREFORE, be it resolved by this body that the 2011 Annual Town Meeting be dissolved in honor of the many civic and community contributions of Lawrence G. "Skilky" Eaton to the Town of Needham.

ACTION: At 8:45 P.M. on Wednesday, May 11, 2011, the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

Town of Needham ANNUAL REPORT



1711 – 2011

NEEDHAM, MASSACHUSETTS

COVER AND BACK COVER PHOTOS:

The Town of Needham celebrated its 300th anniversary with many different memorable events throughout the calendar year of 2011. These pictures are from various sources kind enough to capture moments from these events and share them with the Town.



This 2011 Annual Town Report is Dedicated to Carol Hathaway de Lemos

Carol Hathaway de Lemos was born in Rockland, Massachusetts. Her family moved to Abington, where Carol graduated from high school. Both of Carol's parents were college graduates, and the expectation for Carol to attend college was ingrained in her throughout her childhood. Carol graduated from Colby College with a Bachelor of Arts Degree in sociology, and she received her Masters Degree in social work from Boston College in 1961.

Carol met her husband Edward while she was working for a family agency, Catholic Social Services, in Fitchburg, specializing in adoption and family work. They married and Carol began to work part-time in order to raise her family. Edward was working as an engineer with Boston Edison. Carol's cousin, who already resided in Needham, suggested Needham as a place to settle. Carol and Edward bought a home on Prince Street in 1966 where they still live today. Together they raised four daughters: Ellen, Elizabeth, Suzanne and Cynthia – all graduates of Needham Public Schools. Today their family includes ten grandchildren.

Carol's parents were very active in their community and civic involvement was another value which Carol carried forth with her to Needham. In 1966, her first year in Needham, Carol was asked to join the Junior New Century Club, which was a younger version of the Needham Women's Club. As a member of the Jr. New Century Club, Carol helped with monthly birthday parties and with Special Olympic training.

In 1980, Carol began her 22 year career with the Needham Business Association starting as Executive Secretary. After two years, she became the Executive Director. She particularly enjoyed meeting all of the new businesses, arranging photo opportunities, and organizing the Street Fair, Harvest Fair and Blue Tree Lighting.

While at the NBA, to facilitate its desire to make Town Common more attractive, Carol organized the Town Common Beautification Committee. Credits to this Committee include the sprinkler system and the iconic circular center and four benches in the common. This Committee eventually disbanded and became the Needham Community Revitalization Trust Fund – private donations to beautify Needham. Carol became an active member of this new committee and remains so today.

Carol served as a member of the Needham Garden Club and as a member of the Needham Historical Society, where she has worked on the Chocolate and Champagne and Pansy Day events for the past ten years.

As an owner of an eighty-five pound Labrador retriever, Carol is working to help find a suitable space within Town for dogs to run and play.

As a Council on Aging Board member, she served as a member of the Senior Center Exploratory Committee (SCEC) and considers that work her most satisfying civic experience. She feels that the SCEC was comprised of a group of committed individuals who met regularly for two years and she considers that time as a wonderful rewarding experience. Her work on the SCEC involved visiting many other senior centers and assisting to resolve issues to help make a new Senior Center a reality.

When asked about what she would like to see in Needham's future, Carol would like to see a plan that would allow MBTA riders to travel between Bird's Hill and the Heights for a reasonable cost up to \$1.

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A Message from the Board of Selectmen

The Annual Town Report is a document that is issued each spring containing information from the fiscal year that ended the previous June. First and foremost, the report is intended to provide citizens with an accounting of the appropriations and expenditures of the previous fiscal year. The report also contains descriptions of the operations and accomplishments of the various Town departments, boards, and committees, and those regional organizations that had an impact on the operations of the Town in fiscal year 2011.

The Town produces several other documents that will provide residents and property owners with information on Town operations. The Town Manager's Fiscal Year 2013 proposed budget can be obtained from the Office of the Town Manager or at the Town's website at www.needhamma.gov. The budget document contains an analysis of the Town's current financial condition and trends affecting municipal finance. Also included in the proposed budget are goals and objectives of the various departments, boards and committees for the coming year. A companion document to the Proposed Budget is the 2013-2017 Capital Improvement Plan, a summary of which is included in the Proposed Budget for easy reference. The CIP contains valuable information about the capital projects that have been funded in the past four years and those proposed for fiscal year 2013 through 2017. The document also includes a comprehensive list of the Town's outstanding and proposed debt financing obligations. The entire 2013 – 2017 Capital Improvement Plan is also available on the Town's website. The warrant for the 2012 Annual Town Meeting is also available online. It provides interested residents with the items that will be debated at the Town Meeting. The warrant includes the Annual Report of the Finance Committee, as well as the Finance Committee's proposed budget for fiscal year 2013. The warrant also includes a summary table of the Town's current debt obligations.

The Board of Selectmen and Town Manager wish to thank the Town staff and the many citizens, volunteers, committee members and others, whose invaluable contribution of time, energy and talent makes it possible for Needham to maintain a well-managed, civic-minded community. At the end of this Annual Report you will find a list of the many individuals who have served the Town this past year. Residents wishing to volunteer for any board or committee appointed by the Selectmen should send a letter of interest to the Selectmen's Office at Town Hall or visit www.needhamma.gov/committeevacancy.

~ Community Profile ~

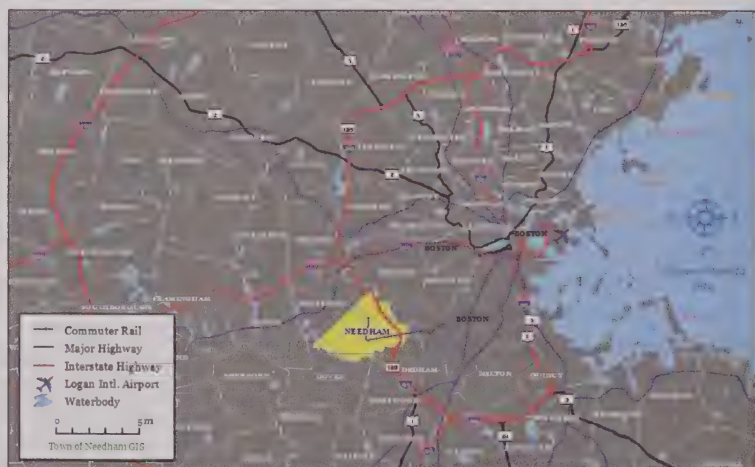
The Town of Needham is located on rocky uplands within a loop of the Charles River in Eastern Massachusetts. The town is bordered by Wellesley on the west and northwest, Newton on the north and northeast, the West Roxbury section of Boston on the east, Dedham on the southeast and south, and Westwood and Dover on the south. Needham is ten miles southwest of Boston, twenty-nine miles east of Worcester, and about 208 miles from New York City. The town has a total area of 12.70 square miles and a total land area of 12.61 square miles.

Needham is situated in the greater Boston area, which has excellent rail, air, and highway facilities. Principal highways are State Routes 128 (the inner belt around Boston) and 135, and Interstate Route 95, which shares the same roadway as State Route 128. Commuter rail service is available via four stations to Back Bay Station and South Station in Boston. Needham is a member of the Massachusetts Bay Transportation Authority (MBTA), which provides fixed bus route service between Needham Junction and Watertown Square.

Needham was incorporated in 1711 and has experienced numerous changes over its history. Early settlers relied primarily on agriculture and grazing plus some winter lumbering with orchards and tanneries as supplements in the 1700s. Saw and gristmills were opened along the Charles through the 18th century. Extension of the rail and land speculation encouraged settlement, and the town saw the growth of industrial employment and production at the same time during the mid-19th century. Needham manufacturers made knit goods, underwear, hats, shoes and silk, although attempts to cultivate silk worms were short-lived.

Land speculation, housing development and knitted underwear continued to be the foundation of Needham's economy into the 20th century, with the famous William Carter Corporation prominent in the children's knitwear industry. The construction of Route 128 in 1931 opened portions of the town to development as part of the high-tech highway in the post-World War II electronic industrial boom. The creation of one of the nation's first industrial parks in 1950, the later addition of high technology firms, the improvement of access to Route 128 and Boston, and Needham's fine schools and public services have contributed to the Town's emergence as one of the more desirable suburbs of Boston.

While Needham has developed over the years, population figures have remained relatively stable since the 1970s, ranging from 29,748 in 1970 to 27,901 in 1980 to 27,557 in 1990 to 28,911 in 2000 to 28,886 in 2010 (source: U.S. Census).



GENERAL GOVERNMENT

BOARD OF REGISTRARS / TOWN CLERK



Staff: Kevin Pendergast, Theodora Eaton, Town Clerk, Sharon Tedesco, Helen Atkinson

Historically, the position of Town Clerk dates back to biblical times when clerks were often considered scribes or scholars. Their writings became the official records of the period. Today the Town Clerk continues as the official record keeper for the town and records all official business conducted at

Town Meetings and elections and provides a wide variety of services to the general public as well as local, state and federal governments. The major functions of the Town Clerk's Office are spelled out in over 73 chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. Other responsibilities include records management, registration and certification of vital statistics, voter registration, licensing, compilation of the Annual Census and the Street/Voting Lists, Board of Appeals and Planning Board decisions, and the most complex - those relating to elections and Town Meeting.

The Town Clerk's Office is often considered the core of local government serving as the central information point for local residents. The Town Clerk's Office serves as Commissioners to Qualify Oath of Office for the Commissions Division of the Office of the Secretary of The Commonwealth and as licensing agents for the Division of Fish & Wildlife. From July, 2000 until May, 2011 the Town Clerk's Office served as a Passport Agency for the U. S. Department of State. The U. S. Department of State has determined that offices in which birth certificates are issued can no longer serve as a Passport Agency. Luckily, the Needham Town Manager's Office has taken over this process.

The number of Town Meetings and elections varies from one fiscal year to the next ranging from one Town Meeting and one Election to multiple Town Meetings and Elections (not including any specials called by the Commonwealth of Massachusetts or the Board of Selectmen). The Annual Town Election is held on the second Tuesday in April and the Annual Town Meeting begins on the first Monday in May according to Needham's Town Charter. Fiscal Year 2011 was somewhat quieter than Fiscal Year 2010 with regards to the number of special town meetings and elections – a nice reprieve. The following is a comparison of the number of elections and town meetings in Fiscal Year 2010 and 2011:

Fiscal Year 2011	Fiscal Year 2010
State Primary – Tuesday, September 14, 2010	Special Town Meeting – Monday, November 2, 2009
State Election – Tuesday, November 2, 2010	Special State Primary – Tuesday, December 8, 2009
Special Town Meeting – Monday, November 8, 2010	Special Town Election – Tuesday, December 8, 2009
Special Town Meeting – Monday, March 14, 2011	Special State Election – Tuesday, January 19, 2010
Annual Town Election – Tuesday, April 12, 2011	Annual Town Election – Tuesday, April 13, 2010
Annual Town Meeting – Monday, May 2, 2011	Special State Primary – Tuesday, April 13, 2010
Special Town Meeting – Monday, May 9, 2011	Annual Town Meeting – Monday, May 3, 2010

Fiscal Year 2011	Fiscal Year 2010
	Special Town Meeting – Monday, May 10, 2010
	Special State Election – Tuesday, May 11, 2010

The Special Town Meeting of November 8, 2010 disposed of 18 articles in two sessions; the Special Town Meeting of March 14, 2011 disposed of 2 articles in one session; the Annual Town Meeting beginning May 2, 2011 disposed of 50 articles in four sessions; and the Special Town Meeting of May 9, 2011 held within the Annual Town Meeting disposed of 8 articles.

FY2011 HIGHLIGHTS

The November 8, 2010 Special Town Meeting approved 17 of the 18 articles including funding in the amount of \$3,500,000 for architectural design, engineering, construction, remodeling, reconstruction and making extra repairs to the Pollard School roof; \$325,000 for architectural design, engineering, construction, remodeling, reconstruction and making extra repairs to the Pollard School; and \$500,000 for architectural design and engineering for the construction of a Senior Center at Needham Heights/MBTA Commuter Lot. The March 14, 2011 Special Town Meeting approved \$758,000 for Pollard School parking and access improvements. The 2011 Annual Town Meeting approved eight zoning By-Law amendments and one General By-Law amendments which were subsequently approved by the Attorney General. Under Article 25 Town Meeting approved the FY2012 Operating Budget in the amount of \$112,243,325. Total appropriations including the Operating Budget approved at the Annual Town Meeting totaled \$131,975,547. An additional \$2,179,000 was authorized for borrowing.

The following is a comparison of the Town of Needham's vital statistics compiled during the past six fiscal years.

VITAL STATISTICS

	FY2011	FY2010	FY2009	FY2008	FY2007	FY2006
<u>Births to Residents:</u>						
7/1/10 - 12/31/10	132	164	161	164	156	139
1/1/11 - 6/30/11	<u>129</u>	<u>126</u>	<u>134</u>	<u>170</u>	<u>132</u>	<u>167</u>
Total Births:	261	290	295	334	288	306
<u>Deaths: Residents</u>						
7/1/10- 12/31/10	117	139	106	98	154	110
1/1/11- 6/30/11	<u>126</u>	<u>122</u>	<u>124</u>	<u>64</u>	<u>127</u>	<u>134</u>
	243	261	230	162	281	244
<u>Deaths: Non-Residents</u>						
7/1/10- 12/31/10	124	114	114	164	118	117
1/1/11 - 6/30/11	<u>111</u>	<u>150</u>	<u>147</u>	<u>59</u>	<u>141</u>	<u>123</u>
	235	264	261	223	259	240
Total Deaths:	478	525	491	385	540	484

Marriages:

7/1/10 - 12/31/10	69	50	57	61	55	58
1/1/11 - 6/30/11	<u>31</u>	<u>26</u>	<u>43</u>	<u>29</u>	<u>35</u>	<u>34</u>
Total Marriages:	100	76	100	90	90	92

Fish and Game Licenses Issued:**7/1/10 - 6/30/11**

	FY11	FY10	FY09	FY08	FY07
Class F1 - Resident Fishing	55	78	86	81	105
Class F2 - Resident Fishing Minor (Age 15-17)	3	0	5	5	6
Class F3 - Resident Fishing (Age 65 - 69)	14	13	15	14	8
Class F4 - Resident Fishing (70 or over) or Handicapped	31	31	32	25	33
Class F6 - Non-Resident Fishing	0	0	0	1	2
Class F7 - Non-Resident Fishing (3 Day)	0	0	0	0	2
Class F8 - Resident Fishing (3 Day)	0	2	1	2	4
Class F9 - Non-Resident Citizen Minor (Age 15 to 17)	1	0	0	0	0
Class F10 - Quabbin One Day Fishing (Quabbin only)	0	0	0	0	0
Class H1 - Resident Citizen Hunting	9	16	21	14	18
Class H2 - Resident Citizen Hunting (Age 65 - 69)	1	0	2	2	3
Class H3 - Resident Citizen Hunting, Paraplegic	0	1	2	1	1
Class H4 - Resident Alien Hunting	0	0	0	0	0
Class H5 - Non-Resident Hunting, Big Game	0	0	0	0	0
Class H6 - Non-Resident Hunting, Small Game	1	0	0	0	0 0
Class H7 - Non-Resident Comm Sheeting Preserve/(1day)	0	0	0	0	0
Class H8 - Resident Minor Hunting (Age 15-17)	0	1	0	0	1
Class H9 - Resident Commercial Shooting Preserve (1 day)	0	0	0	0	0
Class S1 - Resident Sporting	5	20	24	27	35
Class S2 - Resident Sporting (Age 65 - 69)	1	3	3	4	3
Class S3 - Resident Citizen Sporting (Age 70 or over)	23	19	22	20	20
Class S4 - Resident Minor Sporting	0	1	0	0	0
Class T1 - Resident Trapping	0	1	0	0	0
Class T2 - Resident Trapping Minor	0	1	0	0	0
Class T3 - Resident Trapping, Age 65-69	0	0	0	0	0
Class DF- Duplicate Fishing	0	0	0	0	0
Class DH - Duplicate Hunting	0	0	0	0	0
Class DS - Duplicate Sporting	0	0	0	1	0
Class DT - Duplicate Trapping	0	0	0	0	0
Class M1 - Archery Stamp	8	14	16	23	21
Class M2 - Massachusetts Waterfowl Stamps	14	13	8	15	14
Class M3 - Primitive Firearms Stamp	11	15	20	19	20
Class W1 - Wildland Conservation Stamp, Resident	88	135	157	149	182
Class W2 - Wildland Conservation Stamp, Non-resident	2	0	0	1	4
TOTAL	267	364	414	404	487

Dog Licenses Issued:**7/1/09- 6/30/10**

	FY11	FY10	FY09	FY08	FY07	FY06
Male and Female Dogs @ \$15.	164	169	150	179	193	150
Spayed and Neutered Dogs @ \$10.	2591	2361	2423	2299	2237	2149
Kennels @ \$ 25.	42	41	37	30	28	36
Kennels @ \$ 50.	7	7	7	6	6	5
Kennels @ \$100.	0	1	1	0	0	1
Hearing Dogs - No Charge	0	0	1	0	0	1
Seeing Eye Dogs - No Charge	0	1	3	0	0	1
Transfers @ \$1.00	3	3	13	6	8	4
Prior Years' Licenses (27@\$10/1@\$15)	28	19	25	15	17	8

Replacement Licenses @ \$1.00
TOTAL

31 17 24 8 2 12
2866 2619 2684 2257 2510 2365

Fiscal Year Revenues Paid to Town Treasurer

Fiscal Year	2011	2010	2009	2008	2007
Passports	\$3,650.00	\$5,550.00	\$4,350.00	\$7,805.00	\$8,130.00
General Fees	\$113,498.42	\$97,816.73	\$95,550.86	\$96,054.44	\$88,412.64
Liquor Licenses	\$70,095.00	\$84,470.00	\$58,130.00	\$69,580.00	\$61,755.00
Other Licenses	\$21,192.00	\$20,662.00	\$19,857.00	\$20,255.00	\$22,351.00
Dog Licenses	\$30,089.00	\$27,840.00	\$28,282.00	\$27,044.00	\$26,469.00
Fish & Game	\$141.70	\$210.15	\$241.10	\$235.95	\$290.00
	\$238,576.12	\$236,548.88	\$206,410.96	\$220,974.39	\$207,407.64
SOS, UCC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$238,576.12	\$236,548.88	\$206,410.96	\$220,974.39	\$207,407.64
Fish & Game Pd to State	\$2,487.50	\$4,006.50	\$4,583.25	\$4,559.00	\$5,688.75
TOTAL	\$241,063.62	\$240,555.38	\$210,994.21	\$225,533.39	\$213,096.39

The Town Clerk's Office is oriented to serve the public and is open daily from 8:30 A.M. until 5:00 P.M. Monday through Friday and from 7:30 P.M. to 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the office is open from 7:30 P.M. to 9:00 P.M. on the third Tuesday evening. Please check with the Town Clerk's Office for any changes in special evening hours.

BOARD OF REGISTRARS

John W. Day, Chairman
Barbara B. Doyle
Mary J. McCarthy
Theodora K. Eaton

The Board of Registrars consists of four members of which one member is the Town Clerk by virtue of the office. The remaining members are appointed by the Board of Selectmen for alternate three year terms. This Board can be compared to an Election Commission in a city and the Elections Division of the Office of

the Secretary of the Commonwealth at the state level. The board must always contain, as nearly as possible, representatives of the two leading political parties - Democrats and Republicans - and no more than two members of each.

The Town Clerk and office staff carries out the functions of the Board of Registrars. These responsibilities include the conduct of elections and recounts, voter registration, compilation of the Annual List of Residents, publication and circulation of the voting and street lists, certification of signatures on nomination papers and petitions, and recording of Town Meeting attendance.

The polling places have been designated as follows:

Precinct A - Hillside School - Gymnasium
 Precinct B - Hillside School - Gymnasium
 Precinct C - Newman School - Gymnasium
 Precinct D - Newman School - Gymnasium
 Precinct E - Pollard Middle School - Inner Room

Precinct F - Stephen Palmer Community Room
 Precinct G - Broadmeadow School Performance Center
 Precinct H - Broadmeadow School Performance Center
 Precinct I - William Mitchell School - Gymnasium
 Precinct J - William Mitchell School - Gymnasium

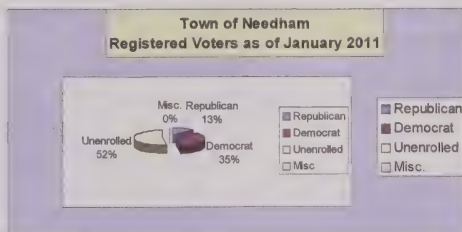
FY2011HIGHLIGHTS

The Board of Registrars conducted three elections in Fiscal Year 2011 – the State Primary, Tuesday, September 14, 2010; the State Election, Tuesday, November 2, 2010; and the Annual Town Election, Tuesday, April 12, 2011. The following is the voter turnout and percentage of the registered voters in Needham for the three elections in Fiscal Year 2011:

State Primary	September 14, 2010	6,890 or 35.75%
State Election	November 2, 2010	14,254 or 72.95%
Annual Town Election	April 12, 2011	2,793 or 14.70%

The Annual Town Listing of Residents was conducted by mail again this year with a 78.52% turnout. We then reviewed those addresses that had not responded and sent out follow-up census forms. Once again, the Annual Census included a request for Veteran status. The dog license renew application was included and has been well received by dog owners. In accordance with Massachusetts General Laws the Annual Census is used to purge the Town's voting list, provide a listing for use by the Jury Commission, provide listings of school-age residents under the age of 21 for the School Department, and compile the list of dog owners. It is also used for public safety purposes as well as federal funding. Thus it is very important to get a full and accurate accounting. In order to accomplish this, we need each and every household to send in their census forms and we would like to see an even greater return in 2011.

Upon completion of the local listing, confirmation notices were sent to all those registered voters who were not reported as living in Needham on January 1st. Those voters who proved residence were reinstated; those voters who responded with notification of a residence outside of Needham were removed from the Voting List; and those voters who did not respond to the confirmation notice were placed on the inactive voting list. The inactive voter status remains until the conclusion of the second biennial state election at which time those inactive voters are permanently removed from the Town of Needham's voting list. Names were also removed because of death and other changes in voting status. Upon completion of the annual census, the total number of registered voters was 19,269 plus 1,350 inactive voters. 2010 Population for the Town of Needham includes 30,128 residents plus 1,350 inactive voters for a total of 31,478. The registered voters were comprised of 6,737 Democrats, 2,510 Republicans, 9,990 Unenrolled, 17 Libertarians, and 15 miscellaneous political designations. 1,350 inactive voters brought the total number of registered voters to 20,619.



ANNUAL TOWN CENSUS POPULATION

ALL	VOTERS +	INACTIVE VOTERS	RESIDENTS	* ALL
1990	17,693	----	28,568	
1991	18,284	----	28,470	
1992	18,092	----	28,134	
1993	18,504	----	28,074	
1994	17,703	----	28,384	
1995	18,212	----	28,740	
1996	18,490	----	29,156	
1997	19,306	----	29,340	
1998	19,514	----	29,925	
1999	18,237	1,159	28,630	29,789
2000	18,271	1,358	28,860	30,218
2001	18,741	1,111	29,019	30,130
2002	18,555	1,372	29,237	30,609
2003	18,593	900	29,376	30,276
2004	18,437	1,474	29,107	30,581
2005	18,712	994	28,996	29,990
2006	18,396	1,209	29,078	30,288
2007	18,642	1,043	29,414	30,457
2008	18,903	1,370	29,452	30,822
2009	19,463	934	29,973	30,907
2010	19,269	1,350	30,128	31,478
2011	18,802	1,320	29,636	30,956

* Includes Inactive Voters beginning in fiscal year 1999

The 2010 Federal Census was conducted in April, 2010 with a stated population for the Town of Needham of 28,886. It is interesting to note that the Federal Census counts students as living at their colleges and universities while the Town counts students as living as the home of their parents. This can account for the difference in local and federal population figures. The Local Elections Districts Review Commission has approved the town's federal census numbers and this will become effective on December 31, 2011. After that, the Town's voters must be notified of their new polling locations and all Representative Town Meeting members must run for election at the April 10, 2012 Annual Town Election. Those Town Meeting members who receive the top one-third votes will receive the three-year term. Those with the second one-third votes will receive the two-year term. And those with the last one-third votes will receive the one-year term.

BOARD OF SELECTMEN / TOWN MANAGER

BOARD OF SELECTMEN

*Maurice P. Handel, Chairman
Gerald A. Wasserman, Vice Chairman
Daniel P. Matthews, Clerk
John A. Bulian
James G. Healy*

*Kate Fitzpatrick, Town Manager
Christopher Coleman, Assistant Town
Manager/Operations
Elizabeth Dennis, Director of Human Resources*

DEPARTMENT STAFF

*OFFICE OF THE TOWN MANAGER
Sandy Cincotta, Assistant to Town Manager
Nikki Witham, Department Specialist
Lorraine Lederhos, Department Assistant*

HUMAN RESOURCES

*Sophie Grintchenko, HR Administrator,
Ellen Reulbach, Administrative Assistant*

The Board of Selectmen consists of five individuals elected for staggered three-year terms, and serves as one part of the Executive Branch of government for the Town, which it shares with other elected and appointed boards. The Board of Selectmen customarily meets on the second and fourth Tuesdays of the month, except in July and August, when meetings are generally held only once per month, and in April, when the Board's meetings are scheduled around the annual municipal election. Meetings begin at 6:45 p.m. at Town Hall. From 6:45 to 7:00 p.m., residents who wish to informally discuss matters with the Board may do so. Other meetings may be scheduled as needed and are posted at Town Hall and on the Town's official web site www.needhamma.gov. All meetings are open to the public.

The Board of Selectmen appoints a Town Manager, who, along with the Assistant Town Manager/Operations, is responsible for the administration of the day-to-day operation of the Town, including direct oversight of all departments. The Director of Human Resources provides personnel and benefit management assistance to all Town Departments, Boards and Committees. The Assistant Town Manager/Operations, the Director of Human Resources, and the Assistant Town Manager/Finance serve with the Town Manager as the Town's senior management team, responsible for negotiations with, and contract administration for the Town's six general government collective bargaining groups.

FY2011 IN REVIEW

Selectmen Organization

In April 2011, Gerald A. Wasserman was re-elected to a three-year term on the Board of Selectmen, and James G. Healy was elected to a three-year term on the Board of Selectmen. Following the annual town election, the Board re-organized with Maurice P. Handel as Chairman, Gerald A. Wasserman as Vice Chairman, and Daniel P. Matthews as Clerk of the Board.

During Fiscal Year 2011, the Town's 300th anniversary celebration was in full swing, including a Dancing with the Needham Stars event in March, 2011, and a memorable Needham night at the Boston Pops in June, 2011.

PROGRESS TOWARD BOARD GOALS FOR THE COMMUNITY

Capital Facilities, Infrastructure & Sustainability

As has been true over the past several years, the Town of Needham has been engaged in a significant number of capital facility and infrastructure improvements, including:

- The Town Hall restoration project was underway during FY2011, with all Town Hall offices relocated to the newly constructed Public Services Administration Building (PSAB) at 500 Dedham Avenue.
- Design Funds were appropriated for architectural design and engineering for the design of a new Salt Storage Shed to be located at the RTS site.
- Architectural design and engineering funds were appropriated for the construction of a Senior Center at the Needham Heights /MBTA Commuter lot.
- Design efforts for the retrofitting of the modular classrooms and development of parking and access options at the Pollard School were conducted to accommodate the relocation of Newman Elementary School children for the 2011/2012 school year. The first phase of construction began at the end of FY2011.
- Construction funds were appropriated for extraordinary repairs to the Pollard Middle School roof, performed under the Massachusetts School Building Authority (MSBA) Green Building program. This work began at the end of fiscal year 2011.
- Feasibility funds were appropriated for an investigation of the Hillside Elementary School, Mitchell Elementary School and Pollard Middle School to identify and prioritize necessary capital investment. The study was performed during FY2011.
- Foundations for the modular classrooms for the temporary re-location of students at the Newman School during the HVAC repair project were installed during the summer of 2010, and the modular classrooms were installed beginning at the end of FY2011. Major construction on the Newman School began in June, 2011 and is expected to be substantially complete by September, 2012.
- Other infrastructure projects include the reconstruction of the Kendrick Street Bridge over the Charles River, in conjunction with the City of Newton, reconstruction of the Willow Street (Dover)/South Street (Needham) Bridge by the Commonwealth of Massachusetts, the installation of traffic signals at Charles River Street and Central Avenue, the completion of the Great Plain Avenue sewer pumping station, water and sewer line rehabilitation, and other roadway improvements.
- Funds were appropriated for an energy efficiency upgrade study of ten municipal facilities to be completed in FY2012. Sustainability efforts undertaken in FY2011 include the installation of energy control systems in all schools, installation of fuel catalysts to improve fuel oil fired boiler efficiency, upgrade to natural gas in several facilities, installation of lighting control programs, installation of filters, envelope tightening measures, window and door replacements, installation of more efficiency chillers and water heaters, and replacement of appliances with energy efficient models.

The following table highlights facility and infrastructure investment over the last five years.

Facility and Infrastructure Investment
2007 to 2011

Description	2007	2008	2009	2010	2011	Total	Five Year Average
Open Space				920,000	800,000	1,720,000	344,000
Municipal Facilities	79,960	180,000	7,760,000	18,204,837	548,000	26,772,797	5,354,559
Townwide Facilities and Community Services	391,000	291,500	1,870,000	556,291	455,600	3,564,391	712,878
Public Works Infrastructure Program	900,000	1,150,000	1,090,000	1,000,000	2,186,300	6,326,300	1,265,260
School Facilities	1,366,000	20,475,000	1,030,000	27,668,728	4,052,000	54,591,728	10,918,346
Drains, Sewer, and Water Infrastructure	3,336,950	2,956,800	4,322,500	2,533,300	1,483,800	14,633,350	2,926,670
Total	6,073,910	25,053,300	16,072,500	50,883,156	9,525,700	107,608,566	21,521,713

Finance & Organization

During fiscal year 2011, the financial focus was the development of a budget for fiscal year 2012 which was projected for several years to be the most difficult budget year of the current economic downturn.

- In an on-going effort to slow the growth in Townwide and legacy costs, the Town Manager's fiscal year 2012 budget included the elimination of seven benefit-eligible positions, without a corresponding loss in service delivery.
- By the end of fiscal year FY2011, more than 50% of the Town's health insurance subscribers were participating in the lower-premium, higher out-of-pocket "Rate Saver" health insurance plans.
- The fiscal year 2012 budget picture in Needham was not as bleak as would be expected for several reasons. First, the Town's revenue projections are historically conservative and tend not to fluctuate dramatically. Second, we experienced moderation in energy pricing and reduced consumption, and all departments were judicious in their spending requests, mindful of the global financial situation. Finally, and most importantly, salary and wage rates were not increased for most employees.
- Fiscal year 2011 represented the sixth year in a row that no increase was required to the Town's water and sewer rates. Moreover, the Board of Selectmen offered rate credits on several occasions.
- General Government operating budget growth as a percentage of total growth was less than 1% in fiscal year 2011, as shown in the following table.

Operating Budget Growth FY2009 – FY2011

	FY11	FY10	FY09
Final Operating Budget Total	\$110,084,279	\$105,634,966	\$100,939,012
Operating Budget Growth	\$4,449,313	\$4,695,954	\$4,431,620
% Operating Budget Growth	4.2%	4.7%	4.6%
Final Townwide Budget	\$ 31,718,071	\$ 28,469,570	\$ 27,992,177
Final Minuteman Budget	\$ 369,261	\$ 435,733	\$ 377,427
Final Needham Public School Budget	\$ 46,541,078	\$ 45,382,885	\$ 42,635,484
General Government Budget	\$31,455,869	\$31,346,778	\$29,933,924
General Government Operating Budget Growth	\$109,091	\$1,412,854	\$1,655,273
% Operating Budget Growth	0.3%	4.7%	5.9%

Affordable Housing

- Through the use of CPA funds, the Town has engaged the services of a consultant who is working with stakeholders to develop procedural requirements for reviewing applications submitted to the Town for comprehensive permits under Chapter 40B, including such items as: application submittal requirements, review fees, permit procedures, decision criteria, New England Fund project requirements (including profits and acquisition costs), condominium documents, regulatory agreements, monitoring agreements, affordability restrictions, buyer/tenant selection, and affordable unit design and location.

Economic Development

- At the request of the Board of Selectmen, the Council of Economic Advisors began a comprehensive evaluation of the New England Business Center to make recommendations on aspects such as marketing and branding, regulatory changes, and infrastructure. Funds to conduct a planning study of the NEBC were approved at the 2010 Annual Town Meeting.
- Work on a business development and permitting guide for small businesses is currently underway.
- In May, 2011 Town Meeting approved changes in allowed use (mostly clarifying medical and medical laboratory uses allowed but also clarifying the allowance of more than one building and more than one use on a lot) and a use determination provision. Further zoning changes aimed at spurring economic activity are planned for fall, 2011.

Open Space/Conservation/Recreation

- A stakeholder summit was held October 2010. A small working group (BOS, School, Conservation, CPC, Park and Recreation, Finance Committee) has been working to develop a long-term plan and open space parcel acquisition strategy.
- The Parks and Forestry Division and the Town's selected landscape contractor planted 60 trees, 128 shrubs, and 50 perennials on the recently acquired Carol-Brewster property, along with the seeding of 1.07 acres with a meadow wildflower mix and a conservation wildlife seed mix.
- The May, 2010 Special Town Meeting approved the purchase of a parcel at 174 Charles River Street which will be used to help the Town improve the usefulness of the Walker Gordon Field, and will also provided increased opportunities for recreation. The house was demolished in FY2011. Funding for improvements to the Walker Gordon ball field and play area were approved at the 2011 Annual Town Meeting, and permitting is underway for the entire project.

COMMISSIONER OF TRUST FUNDS

*Joseph P. Scalia, Chairman
Heydon Traub, Vice Chairman
Louise Miller, Secretary*

Our mission as Commissioners of Trust Funds (COTF) is twofold: 1) prudent investment of Needham's various Trust Funds, using a long-term horizon, and 2) prudent disbursement of Trust Funds in a manner consistent with the donor's wishes. Our third goal is to increase the number of assets we oversee, and to

prudently grow those assets.

In 2009 and again in 2010, Needham COTF formally updated our endowment investment policy for Trust Funds, specifying a percentage target range of asset allocation among various asset classes. This policy delineates our target asset allocation among various asset classes. Trust Funds are pooled for investment purposes, (yet accounted for separately), which allows for a reduction of management fees and a broadly diversified portfolio, including Fixed Income investments, and Domestic and International Equity securities. A new investment management firm was selected in Jan 2008.

The COTF currently have oversight of 88 trusts. Three new trust funds for the purpose of awarding scholarships were added during Fiscal Year 2011 totaling \$98,000. About 50% of assets are Needham school related, with most of these trusts earmarked for scholarships, awarded annually to Needham High School graduating seniors. About a quarter of the assets in the overall Needham Trusts are for general use purposes of our Town Library. The remaining 25% of trusts are for a wide variety of purposes, such as Parks and Recreation, the Council on Aging, Domestic Violence Prevention, the Community Revitalization Trust, Drug and Alcohol Abuse Prevention, and others.

Through contributions to existing trusts, establishment of new trusts, prudent financial management, and favorable markets, the Trusts have grown over the past seven years from a total of \$2.2 million at the start of fiscal year 2002, to about \$3.419 million at the end of fiscal 2011.

In complying with the various trust agreements we emulate a time honored practice used by Foundations and Endowments, to disburse about 4% of a Trust's balance each year, irrespective of the earnings in the prior year. With the goal of realizing a return from our Trust's diversified portfolio in the 6%-10% range per annum over a market cycle, we thus expect the value of the Trusts to grow slightly and preserve the inflation-adjusted value of the Trusts for future generations. This fiscally disciplined approach allows a more predictable annual stream of disbursements, rather than relying on the rate of return in any one particular year, and has been well received by the beneficiaries of the Trusts.

Our third goal is to increase the visibility of the Town Trust Funds. Contributions to existing trusts are always welcome, and a new trust to benefit some aspect of town life can be established for as little as \$5000. The Trust Fund Commissioners continue to seek contributions and bequests from civic minded citizens with a desire to improve our community for present and future generations. We are eager to assist in the establishment of additional trusts, and will work with town residents, estate planners and attorneys to establish a Trust for any worthy civic purpose. A trust is a wonderful way to commemorate an individual, a special event, or to support a designated Town purpose.

We also believe that the Trust Funds investment strategy could be beneficial to other Needham organizations. For example, funds raised and held in low interest bank accounts,

by private and non-profit town groups and organizations, with the approval of Town Meeting, could be moved to the Needham Trust Funds roster and thus take advantage of the lower management fees and investment diversification that the larger pool of assets allows. Please contact the Commissioners or the Town Treasurer's office if you or your organization would like further information about the Town Trusts.

DEPARTMENT OF FINANCE

David Davison, Assistant Town Manager/Director of Finance

DEPARTMENT DESCRIPTION

The Department of Finance consists of the offices of Director of Finance, Accounting, Assessing, Collector and Treasurer, Information Technology, and Parking Clerk. The Department is responsible for the overall financial management of the Town, including advising and updating the Town Manager, Board of Selectmen, Finance Committee, and other interested parties on the Town's financial condition. The Department also provides and supports system-wide applications and the Town's network. The Information Technology Center also supports and hosts a number of specific software applications for various functions of municipal government. Services provided include, but are not limited to, preparation of the five-year Capital Improvement Plan, financial status reports, cash management, debt management, property valuation assessments, citizen assistance programs, property tax and utility billing, collection activities, risk management, audit review and internal financial controls. Additionally, the Department oversees contract compliance, as well as compliance with the uniform procurement act, supports all aspects of the Town's data processing and network operations, and hears appeals on and enforces the collection of parking fines.

The Department is responsible for complying with a myriad of municipal finance laws and regulations as well as meeting the financial reporting requirements of the federal and state governments. These financial controls are essential in order to properly safeguard taxpayer dollars. Much of the activity of the Department of Finance involves the day to day management of the Town's finances including the \$114 million general fund budget, \$15 million in special revenue, \$17 million in enterprise funds (water, wastewater and solid waste), as well as trust funds. The Department also monitors and reviews the capital spending activity of all departments. The Department processes the payroll including all monthly, quarterly and annual reports for Town and School employees. On a weekly basis the Department processes hundreds of invoices for payment to vendors, for services and supplies, procured by Town departments.

2011 HIGHLIGHTS

The Town's fund balance showed improvement due in part to healthier receipt levels in areas that are more volatile based on the general economy. Building activity remained strong and the related revenues stable, but the growth in building permit revenue for FY2011 was impressive with total receipts of \$1,183,603 compared to \$892,047 in FY2010. Restaurant

and hotel economic activity was better and revenues were much higher than the prior year, \$393,957 compared to \$110,509 for meals excise and \$408,883 compared to \$278,706 for the room excise. The Town's finances were helped by the lower increase in compensation for FY2011; base wages were only increased in exchange for employee groups moving members to the higher employee co-pay health plans. The combination of improvements with building and excise related revenue and smaller changes in compensation helped to mitigate the lower revenue stream in other revenue categories during the economic downturn without service reductions.

The Town's general fund unassigned balance (previously referred to as undesignated) showed an increase of \$2,679,230 from \$6,184,718 in FY2010 to \$8,863,948 in FY2011 for the aforementioned reasons. The total fund balance ratio to general fund revenue was 17% for the year ended June 30, 2011, but was due in great part to the new reporting classifications as a result of Government Accounting Standards Board's Statement 54 which includes both the general and capital stabilization fund balances as part of the General Fund rather than other Governmental Funds. The legal purposes and governance of the stabilization funds have not changed and appropriations to and from the Funds still requires a vote of Town Meeting. The ratio for FY2011 without the stabilization funds included was 12.8%, which compared to 12.3% and 12.1% for FY2010 and FY2009 respectively which was comparable to the Town's fund ratios during the last economic slow downs in the late 1990's early 2000's. The year end results are in keeping with management's underlying long-term planning goals of sustainability.

The two capital projects that were approved for funding in part from the Massachusetts School Building Authority (MSBA) school assistance programs were under construction for part of FY2011 and should be completed by the end of calendar year 2012. The first of the two was a \$3,500,000 debt authorization to pay for the replacement of the Pollard Middle School roof. The MSBA committed to a reimbursement rate of 35.42% on the eligible expenses incurred by the Town to replace the roof. The Newman School was the other MSBA eligible project which will be finished by the summer of 2012. This project entailed the modernization of the heating and ventilation systems in the school and abandonment of the existing system. Other upgrades involved code compliance, roof, electrical and information system infrastructure. Most of the students were moved to temporary leased modular classrooms that were setup in the parking lot of the Newman School and other students were relocated to the Pollard School modular classrooms, which were not in use because of the move of the six grade students to the renovated High Rock School. The total authorized budget for the Newman School project was \$27,412,128. The MSBA projected share of the project was \$8,427,981.

The Town also moved forward to conduct a condition assessment of the Hillside and Mitchell elementary schools. The assumption was that both buildings will be fully renovated or replaced; a report is expected by the end of FY2012 with options for the Town to consider. The School Committee's preliminary request for the two buildings was approximately \$57 million.

Construction funding for the preservation and renovation of Town Hall in the amount of \$18,155,746 that was approved in 2009 was substantially completed for a return to the building in the fall of 2011. The funding included \$6,829,233 in CPA cash, \$26,513 in other available funds, and \$11,300,000 in bond authorizations supported by CPA receipts and general fund receipts. The final bond issue for this project is expected to be done by December 2012. In November 2010 the Town Meeting approved funding for the design of a new Senior Center at the Needham Heights commuter parking lot.

The Town maintained adequate reserves for property tax abatements and exemptions for the fiscal year as well as for uncollected taxes from prior fiscal years. The number of abatement application filings for FY2011 declined by 13 from FY2010. For the FY2010 tax year the Town received 149 filings, for FY2011 the Town received 136. The Town approved abatements in the aggregate of \$81,168 for FY2011 compared to \$131,011 for FY2010. However there was an estimated added exposure for abatement filings under appeal before the Appellate Tax Board of \$73,199. Due to a change in State Law through the 2010 Municipal Relief Act, local assessors may audit business equipment filings. The new law provides a mechanism for assessors to ensure proper filings by businesses. The law also allowed the Town to recapture taxes that were not assessed because of incomplete information that was provided to the community for FY2009, FY2010, and FY2011. This resulted in a \$571,761 increase in tax revenue, and was a factor in the higher fund balance.

The Town also took steps to further shore up reserves by appropriating \$494,288 to its Workers Compensation Reserve Fund for claim contingencies that may exceed the annual appropriation and not be covered by excess loss insurance. The Town made no draws against any of its appropriated stabilization accounts: Capital Improvement Fund, Capital Facility Fund, and General Stabilization Fund. Management continues to promote the practice that the non-recurring portion of Free Cash (unassigned fund balance) be used for ongoing capital investment, temporary or extraordinary expenditures, and future reserves rather than for recurring operating expenses.

We have submitted as part of the Annual Town Report, the General Fund Balance Sheet for the fiscal year ended June 30, 2011, as well as the Statement of Net Assets for each of the three enterprise funds for the fiscal year. We have provided the statements of Budget Appropriations and Expenditures for the General Fund, RTS Enterprise Fund, Sewer Enterprise Fund, the Water Enterprise Fund, and the Community Preservation Administrative budget for fiscal year 2011, as well as the Schedule of Trust Funds for the year ended June 30, 2011. Also included in this Town Report is the Fiscal Year 2011 Tax Rate Recapitulation as approved by the Department of Revenue. All schedules will be found in the appendices.

Finally, if you have any questions or concerns, please do not hesitate to contact us. We wish to continue our commitment to improving customer service and seeking better ways to perform our responsibilities and duties.

ACCOUNTING OFFICE

Michelle Vaillancourt, Town Accountant

Staff: Therese Altieri, Assistant Town Accountant, Suzanna Giddings, Accounts Payable; Cynthia Salamone, Payroll; vacant, Administrative Specialist

The fiscal year 2011 budget provided six month funding for the Assistant Town Account position, with full year funding approved at the May 2011 Annual Town Meeting for fiscal year 2012. In January Therese Altieri was promoted to the Assistant Town Accountant position. She previously was the full time Department Specialist for accounts payable. In March the office welcomed Suzanna Giddings as the new accounts payable person. Cynthia Salamone assumed the responsibilities of the payroll clerk for the department after the departure of Ruchir Garg, the previous payroll clerk.

ASSESSING OFFICE

Hoyt B. Davis, Jr. Administrative Assessor

Staff: Chikako Park, Assistant Administrative Assessor; Sandra Evans, Department Specialist; Nancy Martin, Administrative Support; Stanley Winston, Data Collector

The Assessing Office is responsible for the administration of a wide range of state laws pertaining to ad valorem taxation. Valuation of all real estate and personal property, as well as the administration of the Massachusetts state motor vehicle excise tax, is done on an annual basis. Information related to all residential, commercial/industrial and personal property is maintained and updated on an ongoing basis. Upon the completion of the Annual and Special Town Meetings, and receipt of warrants from county and state funding sources, the financial information is processed in preparation for the setting of the tax rate by the Board of Selectmen and the Board of Assessors at the annual public classification hearing.

The Assessing Office staff completed 100% of all the inspections of properties that were issued permits by the Building Inspector's office which added new value to the property. All these inspections were completed prior to June 30, 2011. This is the statutory deadline for the collection of New Growth for the following fiscal year.

The latter part of fiscal year 2011 was devoted to preparation of the statistical documentation required by the Massachusetts Department of Revenue for the Triennial Recertification. This involved an intensive review using all the mandated Department of Revenue methodologies for the revaluation of all residential, commercial, industrial and personal property within the Town of Needham.

Fiscal year 2011 was the first year that the small business personal property exemption, voted by Town Meeting, took effect. The exemption is only applicable to personal property accounts that have a total assessed value that is less than \$5,000. Personal property accounts with a total assessed value which exceeds \$5,000 are not eligible for the exemption. The adoption of the exemption reduced some non-cost efficient administrative demands on the office by eliminating the need to bill small tax accounts that generate minimal tax

revenue. Over four hundred previously taxable accounts were eliminated from the tax roll for the year. The average total value of the exempted accounts is \$2,214 with an average bill of less than \$46 for the year.

Parcel Types	2009	2010	2011
Single Family	8,341	8,334	8,346
Condominium	675	755	772
Two Family	293	281	277
Three Family	17	16	15
Four + Family	24	27	26
Vacant Land	173	187	178
Chapter Land	15	13	13
Mixed Use	26	24	24
Commercial	369	373	370
Industrial	47	45	45
Personal Property	1,113	1,091	620

Of the 10,691 Real and Personal property accounts billed in FY2011, the value of 50 of those properties, or .004% saw changes in their value through the abatement process vs. .006% in FY2010 and .007% in FY2009. The average adjustment in tax dollars for FY2011 was \$1,613 vs. \$1,487 for FY2010.

COLLECTOR AND TREASURER OFFICES

Evelyn Poness, Town Treasurer and Tax Collector

Staff: Diane Ryan, Assistant Collector and Treasurer; Kristen Bent, Department Assistant; vacant, Department Assistant; Dawn Stiller, Department Specialist; James "Gordon" McMorro, Department Assistant; Karen Rogers, Department Specialist

The Treasurer's office receives and invests all revenue received by the Town. In maintaining these funds, safety, liquidity, and yield are the basis for all decision making. The safety of Town funds is of utmost importance. Sufficient balances must be maintained to assure the timely paying of all expenses. Balances in excess of expenses must be invested in a prudent manner in accordance with state statutes. Due to the instability in the open market even the most conservative investments had limited options. The Department updated the investment policy in 2009 to reflect the changes that have occurred. The Treasurer earned just \$161,028 in interest income for the General Fund during FY2011, which is down significantly from FY2010 which saw \$497,129 in General Fund interest earnings. Interest rates had fallen to some of the lowest levels in recent history and remain essentially flat for over two years. The outlook for FY2012 shows limited upswing in interest income as interest rates continue to remain below one percent in most instruments that the Treasurer is legally allowed to invest.

During fiscal year 2011 the Treasurer's office, thanks to the generosity of Needham residents, awarded \$20,050 in property tax relief to the elderly and disabled to 47 Needham households. The property tax assistance appropriation of \$15,715 was awarded to 33 Needham households.

The Treasurer issued \$16,442,613 in long term debt and \$604,744 in short term debt. Needham submits all financial data to Standard and Poor's (S & P) credit rating agency. Once again S & P returned a rating of AAA on all long term debt and a rating of SP-1+, the highest rating possible on short term debt. The total long term debt outstanding as of June 30, 2011 was \$91,103,384.

The Office of the Tax Collector ensures that all bills, i.e. real estate, personal property, excise, water and sewer are billed timely and in accordance with state statutes. The continued monitoring and pursuit of delinquent accounts is essential to maintaining a strong collection rate. The recession has not had a significant impact on collections. During FY 2011, approximately \$113.1 million in billed revenue flowed through the Office of the Collector. The collection rate for all receivables billed through the department remained high. The property tax collection rate remains very strong with more than 98% paid by the due date.

Real Estate Tax Collections	\$89.3 million
Motor Vehicle and other Excise	\$ 4.3 million
Personal Property Tax Collections	\$ 3.7 million
CPA Surcharges	\$ 1.6 million
Delinquent and Deferred Tax Collections (Including penalties and interest)	\$ 0.7 million
Ambulance Service Fee Collection	\$ 0.6 million

Issued	2009	2010	2011
Sewer and Water Bills	46,139	46,017	45,641
Real & Personal Property Tax Bills	43,854	44,267	43,402
Motor Vehicle Excise Bills	27,533	27,934	28,096
RTS Sticker Applications	9,024	8,968	9,205

INFORMATION TECHNOLOGY CENTER

Roger MacDonald, Director of Management Information Systems

Staff: Benjamin Anderson, GIS/Database Administrator; Steve Freeman, Computer Operator; Matthew Tocchio, Network Manager; Lawrence Weaver, Financial System Application Manager

The Information Technology Center (ITC) supported or worked directly with 50 applications used throughout the Town departments and supported 225 PCs and laptops, 21 servers, and 109 communication devices. Requests for ITC support of hardware and software continue to grow through the Town's departments with many looking for ways to incorporate new applications to help increase efficiency and productivity within their departments. The table below compares the number of business days it took ITC staff to address a request for assistance by Town staff.

Business Days	1 BD	2 BD	3 BD	4 BD	5 BD	+5 BD	Total
FY2010							
Requests	3,457	193	237	153	73	45	4,158
Percent	83.1	4.6	5.7	3.7	1.8	1.1	100
FY2011							
Requests	3,341	255	398	199	78	53	4,324
Percent	77.3	5.9	9.2	4.6	1.8	1.2	100

During FY2011 the ITC major project activity was primarily focused on planning and coordinating the technology setup for the renovated Town Hall that is scheduled to reopen to the public in the fall of 2011. This work included regular meetings with the Public Facilities Department staff and vendors that will be providing various services prior to, during, and after the move of the offices from the Public Services Administrative Building (PSAB) to the Town Hall, and then the administrative offices located at the DPW building move to PSAB. In FY2011 there were 5 planned or unplanned downtime events for FY2011 compared with 6 events in FY2010. The total number of hours that the network was available during FY2011 was 8,711 hours out of 8,760 or 99.4. This compares to FY2010 where the total number of hours that the network was available was 8,692 hours out of 8,760 or 99.2.

OFFICE OF THE PARKING CLERK

Debra Smith, Parking Clerk

The Parking Clerk remains actively engaged in the research and review of parking concerns, visiting parking sites to view the condition of painted space numbers, painted curbs, signs, parking meters and money collection boxes continues. This allows for informed, fair decisions regarding parking disputes. The appropriate Town departments are then notified as to where updating, repairs, or signage may be needed.

Tickets	2009	2010	2011
Tickets Issued	8,641	7,413	6,494
Tickets Appealed	405	390	333
Tickets Voided	293	343	291

Parking ticket analysis also depends upon the efforts of the Parking Clerk to access information such as weather reports, MBTA collection records and parking ticket payment information. The availability and accurate recording of this information assists the timely research of parking ticket appeals.

FINANCE COMMITTEE



(Left to Right): Richard Zimbone, Richard Creem, Steve Rosenstock, Matt Borrelli, Chair, Richard Reilly, John Connelly, Lisa Zappalla, Richard Lunetta, Louise Mizgerd, Executive Secretary, Gary McNeill

MISSION

Needham By-Laws charge the Finance Committee with the responsibility of

recommending a balanced budget to Town Meeting for its consideration and vote. Of equal importance, the Finance Committee makes recommendations to Town Meeting on capital requests and on policies and principles of sound fiscal management. Additionally, the Committee is mandated by state law to “consider any and all municipal questions for the purpose of making requests or recommendations to the town.” (See Massachusetts General Laws, Chapter 39, Section 16.)

The Finance Committee works productively with the Town Manager each year to reach a balanced budget recommendation for Town Meeting’s consideration. In achieving the goal of presenting a balanced budget as well as capital recommendations to Town Meeting, the Finance Committee asks probing questions of department managers and town management. Requested expenditures often exceed estimated revenue, making these questions not only worthwhile but essential to the budget process. The process includes meetings, site visits, research, and analysis on behalf of Town Meeting members and the citizens they serve. Through this process, the Finance Committee strives to ensure that Needham is secure in its financial integrity, and that the Town can maintain its infrastructure, and preserve the vital services which its citizens continue to enjoy.

FY2011 HIGHLIGHTS

Operating Budget Recommendation for FY 2012

During FY 2011, the Finance Committee faced another challenging year working to reach a balanced budget recommendation for FY 2012. The Finance Committee began its budget process on December 8, 2010, when departmental spending requests and the School Department’s initial budget request were submitted. The Finance Committee held numerous hearings to review each individual department request. As in every year, the Finance Committee:

- Carefully reviewed every departmental spending request on its own merit and with regard to the impact of each request on citizen services and the Town’s infrastructure.
- Met with the Town Manager, department managers, the Superintendent of Schools, School Committee members, and school administrators.
- Held budget hearings with each department and deliberated in depth on all requests.

The Finance Committee received the Town Manager's executive budget and revenue estimates submitted on January 31, 2011. The Town Manager's executive budget included a recommendation for the School Department budget in FY 2012. The Finance Committee carefully reviewed and considered, in detail, the Town Manager's recommendations. As authorized in the by-laws, the School Committee also transmitted its voted budget request to the Finance Committee.

The Finance Committee carefully reviewed and considered the Town Manager's executive budget, which sets forth the Town Manager's and the Selectmen's priorities for the operation of the Town, in tandem with the School Committee's voted budget. The Finance Committee worked cooperatively with the Town Manager and with the Superintendent of Schools and the School Committee in balancing the requests of the various municipal departments with the schools' request.

Thereafter, the Finance Committee worked diligently to prepare a draft preliminary balanced budget recommendation that it submitted to the Town Manager on February 18, 2011. The final recommended balanced budget was submitted in March 2011 for inclusion in the Annual Town Meeting Warrant. For FY 2012, the Finance Committee ultimately recommended fully funding most municipal departmental budget requests, including some municipal departmental requests for additional funds, such as funds to allow the Library to continue opening at 9:00 a.m. and to be funded sufficiently to maintain state certification. The Finance Committee also recommended fully funding the School Committee's budget request, plus an additional software package. Although the Finance Committee projected decreasing state aid and local receipts for FY 2012, it also anticipated an offsetting increase in property tax receipts. In addition, health insurance costs were expected to decrease as many Town employees had migrated to lower premium rate-saver plans. As a result, the FY 2012 recommended budget provided a 1.9% increase over the approved operating budget for FY 2011. The Finance Committee commends the Town Manager and School Superintendent for reaching agreements under which most employees would migrate to "rate saver" health plans in exchange for a modest salary increase. The savings from the lower premium plans provided the opportunity for the Finance Committee to recommend a budget for FY 2012 that was balanced yet maintained the same level of services for residents during a particularly challenging economic climate.

The Finance Committee's goals and philosophy in reaching a balanced budget recommendation were to:

- Maintain essential services currently provided to citizens and other user groups
- Maintain commitment to infrastructure spending
- Preserve and enhance financial stability
- Encourage long-term planning in all departments
- Evaluate new services and requests

Capital Spending Recommendations for FY 2012

The Town's annual capital spending is funded from three distinct fiscal sources: Free Cash, debt within the tax levy, and debt exclusion. Free Cash is a source of funds generated from unspent appropriations in a previous year. Free Cash available for Fiscal Year 2012 was approximately \$3.38 million, of which almost \$1.8 million was available to be appropriated for capital items with the balance held in reserve for unexpected expenses.

Recurring requests for on-going programs and replacement schedules, such as for ongoing public facility repairs and basic upgrades, or planned vehicle replacements, represented over 80% of the available Free Cash allocation for FY 2012. In addition, the Finance Committee recommended funding of a number of FY 2012 capital requests with debt, including the Pollard School improvements, the purchase of an Emergency One Fire Engine, the replacement of the High School C Building Roof, and the continuation of the Public Works Infrastructure Program.

FUTURE CHALLENGES

Although the economy was no longer in a recession, the economic conditions at the local, state, and federal levels remained fragile during FY 2011, which was expected to continue into FY 2012. State aid was expected to decrease once again, but by a lesser degree for FY 2012. At the same time, the demand for town services continued to increase, particularly in the schools. In order to continue to provide these services without burdening future generations, the Town remains committed to achieving sustainability in its budgeting. The goal is to balance the Town's current needs without compromising the ability to meet future needs. The Finance Committee adheres to a policy that operating budgets are funded with recurring sources of revenue, and non-recurring revenues should be spent on one-time capital expenditures and reserve deposits. In broad terms, this requires that the Town manage its operations to avoid appropriating money from the Town's Stabilization Fund, building up reserves to handle unexpected operating expenses and limiting capital expenditures from Free Cash to fund only recurring expenses. As part of its continued sustainability effort, the Town has exercised great fiscal restraint by maintaining a plan providing for containing legacy costs wherever possible, asking departments for judicious budget submissions, and achieving significant energy savings through conservation and the use of alternative energy sources. In budgeting for FY 2012, managers were asked to calculate expected expenses by building the budget up from projected needs and not simply applying a percentage increase over prior years' expenses. The Finance Committee found that this approach led to well-tailored spending requests. The Finance Committee cautioned, however, the anticipated discontinuation of federal stimulus funds that are expected to support the School Department through FY 2012 will present a significant challenge ahead. Looking forward to FY 2012, the Finance Committee also began discussions of the financing options for the proposed new Senior Center. The Committee had extensive discussions and consultations regarding the possibilities and limitations of financing that project through excluded debt or debt within the levy.

The Finance Committee remains committed to working with the Town Manager, Board of Selectmen, School Committee, School Superintendent, town management, and department managers in order to encourage careful long-term planning. The Finance Committee believes that long-term planning efforts can help prepare for any challenge that may lie ahead.

The Finance Committee deliberates the operating and capital budgets fairly and openly at all times. The Committee meets most Wednesdays from September through June, and the public is encouraged to attend any meeting. The meetings are posted with the Town Clerk at Town Hall. Members of the Committee are appointed by the Town Meeting Moderator. Each Finance Committee member dedicates countless hours to achieving a budget that is a fair and equitable to recommend to Town Meeting. The Committee further believes that its independent and objective recommendations help make Needham a desirable and secure place to live.

LEGAL DEPARTMENT

David Tobin, Town Counsel

PURPOSE

The Legal Department of the Town of Needham provides Legal advice to the Town Departments, attends all sessions of Town Meetings and Selectmen's Meetings, and meets with other Boards when requested. The Legal Department drafts and approves all contracts when requested, represents the Town in the courts and before administrative agencies, and assists in the drafting of legislation, by-laws and regulations.

FY2011 HIGHLIGHTS

During Fiscal Year 2011, commencing July 1, 2010 and ending June 30, 2011, in addition to the advice given to Town officials on a daily basis, Town Counsel accomplished the following:

- Town Counsel represented the Town, its boards and/or officers and employees in various courts and before various administrative agencies.
- It handled all related litigation matters, unless covered by a contract of insurance.
- Town Counsel negotiated, drafted, approved, interpreted and/or assisted in resolving conflicts with respect to numerous contracts for the Board of Selectmen, Finance Department, Permanent Public Building Committee, School Department, Department of Public Works, Planning Board, Board of Health, Police Department, Fire Department and Conservation Commission.
- Town Counsel provided legal assistance in the acquisition, disposition and rental of town owned land.
- The Legal Department advised the various Town officials, agencies, boards and commissions on legal matters as they arose.

The Legal Department engaged and worked with outside counsel to represent the town in the following matters:

- Labor relations
- Conservation

FY2012 FORECAST

In Fiscal Year 2012, Town Counsel shall continue to provide legal services to town agencies at a reasonable cost.

MODERATOR

Michael K. Fee, Town Moderator

Department Staff: None, Budget: Zero

The Town Moderator presides over Needham's representative Town Meeting, a "citizen legislature" which under Massachusetts law and our Town Charter holds the ultimate authority over all municipal affairs. For example, Town Meeting must decide each year how much money will be spent on all Town services, including schools, public works, and public safety as well as how much will be spent on our public facilities. Town Meeting's approval is also required to adopt or amend zoning by-laws, general by-laws and at least two-thirds of the Town Meeting must approve the issuance of bonds and the corresponding assumption of long-term debt.

Town Meeting convened twice in 2011, the year in which we celebrated Needham's Tercentennial. We convened in May at our Annual Town Meeting and again in November in a Special Town Meeting. The November Special Town Meeting was the first held in the newly renovated James H. Powers Hall in the beautifully renovated and expanded Needham Town Hall. During the Annual Town Meeting in May 2011, Town Meeting Members acted on a Warrant containing 50 articles and worked through an operating budget for Fiscal Year 2012 that authorized over \$112 million in expenditures for our town. The November Special Town Meeting tackled a very full warrant. Because the Special Town Meeting coincided with the re-dedication of Town Hall and the 300th Anniversary Gala, the Meeting was attended by numerous dignitaries, including Martin Spurling, the Mayor of Needham Market, Sussex, England, our town's sister city in England.

Town Meeting Members have now had access to the "Needham Town Meeting Handbook" that I authored and distributed with financial assistance of the Richard Patton Melick Foundation for over ten years and the Handbook appears to have improved the Town Meeting Members' knowledge of our procedures and rules. The implementation of a new town government web site has now also increased the flow of information to Town Meeting Members, including electronic access to the meeting warrants and the Member's Handbook.

Prior to the Annual Town Meeting, Warrant Meetings sponsored by the Needham League of Women Voters were held at the Pollard Middle School. The League helped arrange and publicize an orientation session that I conducted at the Warrant Meeting for newly elected Town Meeting Members. I have also continued my participation in the Massachusetts

Moderators Association, where I have access to the best practices employed by Moderators around the Commonwealth.

The Moderator receives absolutely no appropriation and thus there are no expenditures of public funds to describe in this Report. Any expenses I incur, such as the preparation of educational materials, dues to the Massachusetts Moderators Association and travel to meetings is paid for with personal funds.

I encourage town residents to become involved in some aspect of our community government, including running for a position as a Town Meeting Member. In addition, ample opportunities are available for service on one of our numerous volunteer committees. The Moderator appoints all members of the Finance Committee and the Personnel Board and several members of other boards and committees, including the new Community Preservation Act Committee. I am proud of the citizens I appointed to serve their fellow citizens in various positions during 2011. Any citizen who wishes to be considered for a position on one of these bodies should feel free to contact me.

NEEDHAM CONTRIBUTORY RETIREMENT SYSTEM

*Evelyn Poness, Chair
Robert Mearls
Kate Fitzpatrick
Thomas Welch
John Krawiecki*

Instituted in 1937, The Needham Retirement System is a member of the Massachusetts Contributory Retirement Systems and is governed by Chapter 32 of the Massachusetts General Laws. The System, governed by a five member Board, is a fund of \$106,868,580. The five members include two appointed by the Town, two elected by the members and retirees, and a fifth member chosen by the other four

members with the approval of the Public Employee Retirement Administration Commission. The Board meets on the second Wednesday of the month.

The Board is responsible to its members, the employees of the Town, for the investment of their retirement funds, to inform them of their rights to retirement benefits, and convey any changes in the law which may impact benefits. Prudent cash management and conservative investment of funds has provided a net increase of \$91,645,581 since we joined the Pension Reserves Investment Trust in June 1985.

Membership in the plan is mandatory immediately upon commencement of employment for all permanent employees. The plan is a contributory defined benefit plan covering all town employees deemed eligible by the retirement board, with the exception of School Teachers. Needham Teachers are administered by the Teachers' Retirement Board. Active members contribute either 5, 7, 8, or 9% of their regular compensation. This is determined by the date upon which the employee becomes a member of the System.

Members become vested after ten years of service. The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three year average

annual rate of regular compensation. Benefit payments are based upon a member's age, length of creditable service, salary and group classification.

The maximum retirement allowance is funded 20% by the employee and 80% by the Town. The Town annually appropriates the amount determined by an independent actuarial study, which incorporates current and future pensions costs and allow funding to be spread over a number of years. The Board has accepted a new actuarial study as of January 1, 2011. Needham's pension obligation will be 100% funded by the year 2028.

PERSONNEL BOARD

John Dennis, Chairman

Patricia Forde, Vice Chairman

Joseph Herlihy

Vivian Hsu

Richard Lunetta

Department Manager: Elizabeth

Dennis, Director of Human Resources

PURPOSE/MISSION/AUTHORITY

The Personnel Board is a five-member Board appointed by the Town Moderator. The Personnel Board shall advise the executive branch on strategic human resources and collective bargaining matters. In its duties, the Board is assisted by the Director of Human Resources. The Board works closely with the

Town Manager during the development of the classification and compensation plans and personnel policies and making recommendations to Town Meeting as it deems appropriate. The Personnel Board adopts and amends personnel policies on an ongoing basis.

FY2011 ACCOMPLISHMENTS AND ACTIVITIES

In Fiscal Year 2011, the Board continued its regular duties by recommending no cost-of-living wage increase for non-represented personnel in Fiscal Year 2012 which replicated provisions contained within memoranda of agreement that extended the collective bargaining agreements for one year for all but two organized units. The Board supported the recommendation to move benefit eligible employees from the higher premium health plans to lower premium but higher out of pocket health plans. This change was then implemented for both Town and School benefit eligible employees. Board members also established the salary for elected officials.

In order to meet the ever-changing needs of the Town and the employment market, the Board created one new position description, namely Facility Operations Shift Supervisor designed to provide supervision to the second shift trades and custodial personnel.

Five Memoranda of Agreement were approved for the Needham Independent Public Employees' Association (NIPEA) which included a zero percent cost of living adjustment for FY 2011 and FY 2012, a 2% increase for FY 2013 and a 2.5% increase for FY 2014. In addition, this group was the first to agree to move to the so-called rate saver health insurance plans which have a 15% lower monthly premium than the other plans.

Board members heard and adjudicated one grievance filed by a DPW employee represented by NIPEA.

Staff reported to the Board on a variety of issues including employee training opportunities, budget proposals, and negotiations with collective bargaining units to introduce alternative health insurance plans to employees. Town-wide harassment prevention training was started in FY 2011. Ongoing review of revised personnel policies continues.

In the performance of its duties, the Board has a Recording Secretary, Ms. Betsy Spiro, who takes minutes of meetings. The Board would like to thank Ms. Spiro for all of her hard work and dedication.

PLANNING & COMMUNITY DEVELOPMENT

PLANNING BOARD:

Bruce T. Eisenhut, Chairman
Sam Bass Warner, Vice-Chairman
Martin Jacobs
Jeanne S. McKnight
Ronald W. Ruth

STAFF:

*Lee Newman, Director of Planning and
Community Development*
Alexandra Clee, Assistant Planner
Devra Bailin, Director of Economic Development

PURPOSE

The Planning Board is charged with broad statutory responsibilities to guide the physical growth and development of Needham in a coordinated and comprehensive manner. Specifically, the Planning Board is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal

responsibilities are reflected locally in the Subdivision Rules and Regulations and Procedural Rules of the Planning Board and in the Town's Zoning By-Law. The specific services that the Planning Board provides are as follows.

- Review and Approval/Disapproval of:
 - Approval-Not-Required (ANR) Plans
 - Preliminary Subdivision Plans
 - Definitive Subdivision Plans, including ongoing administration
 - Site Plans of certain larger developments (major projects)*
 - Residential Compounds (RC's)*
 - Scenic Road Applications
 - Outdoor Restaurant Seating Applications
 - This includes Special Permit Decisions, with legal notices, public hearings, and written decisions; similar statutory procedures are followed for Definitive Subdivision Plans.
- Review and Advisory Reports on:
 - Site Plans of certain smaller developments (minor projects)
 - Applications to the Board of Appeals for variances and special permits
 - Petitions for acceptance/discontinuance of public ways
- Initiation, Development, and Presentation of Proposed Zoning Amendments to Town Meeting
- Preparation and Maintenance of a Master Plan and related planning studies to guide future physical growth and development in Needham (including studies referred to the Board by Town Meeting)
- Revisions to "Subdivision Regulations and Procedural Rules of the Planning Board" and printing of the same
- Reprinting of Town Zoning By-Laws and Zoning Map

- Provision of Information on Planning, Zoning and Development matters to the public (including residents, developers, and other government agencies)

It is important to note that if these services were not performed, the Town of Needham would be without the administration of land use planning and zoning regulations, and may be subject to lawsuits from private developers and citizens alike.

FY2011 ACCOMPLISHMENTS AND ACTIVITIES

Fiscal Year 2010 saw the creation of a Planning and Community Development Department. Previously, the four community development and land use functions had been performed in three Departments namely, Planning, Conservation, and the Board of Appeals. Under this reorganization the Planning and Economic Development functions were retained under a singular budget and the Conservation and Zoning Board of Appeals budgets were combined to create a new "Community Development" budget. A Director of Planning and Community Development was appointed with oversight of both the Planning budget and Community Development budget. Finally, a new Administrative Assistant position was created to support the Planning, Economic Development, Conservation and Zoning functions of the Department. The goal of the reorganization was to meet the identified needs of the then existing departments, to improve operational efficiency, and to enhance service delivery.

Fiscal Year 2011 showed a slight decrease in permitting activity over the previous fiscal year as evidenced by a decrease in the number of Site Plan Special Permit applications processed by the Planning Board. In its capacity as a special permit granting authority, the Planning Board processed 5 new applications as "Major Projects" under the Site Plan Review By-Law and issued 7 amendments on previously approved "Major Projects". In addition, the Board processed 3 subdivision plans and a total of 4 plans were endorsed "Approval-Not-Required (ANR)" under the Subdivision Control Law, meaning that the lots created or altered on such plans met minimum frontage requirements.

The Board of Appeals referred 40 applications for variances, special permits, comprehensive permits, and administrative appeals to the Planning Board last year, and as required by the Zoning By-Law, the Board reviewed each application and submitted its recommendations in writing to the Board of Appeals.

During the previous fiscal year the Department continued tracking the turnaround time required for its Major Project Site Plan Special Permits and subdivision applications as a way of monitoring the effectiveness and timeliness of our permitting process. Within the monitoring period, the Department tracked the time that elapsed between filing an application and scheduling a public hearing; between the close of the public hearing and the issuance of the Certificate of Action; between the Board's action and the filing of the written decision with the Town Clerk. The goal was to schedule a public hearing within 5 weeks of receiving an application; to issue a special permit decision or subdivision decision within two weeks of the close of the public hearing; and to file the written decision within 5 business

days of issuing a permit. The articulated goals were met for two of the studied criteria. During the monitoring period, the Board processed 13 new and amended special permit applications and 3 subdivision applications. On average, the Board held public hearings within 27 days of application receipt, issued its decisions within 9 days of the close of the public hearing, and filed written decisions with the Town Clerk within 8 days of issuing a permit. The total time required to process an application averaged 67 days, with a minimum of 28 days and a maximum of 115 days. The Department plans to continue to track these events and will submit a similar synopsis with its Fiscal Year 2012 report.

A planning study focusing on the New England Business Center (NEBC) was initiated in Fiscal Year 2011. The 215-acre NEBC is the economic powerhouse of the Town of Needham. In Fiscal Year 2010, the NEBC provided 57 percent of all tax revenue that came from commercially and industrially classified properties in Needham. The study's objective was to identify a balanced plan appropriate to (1) expanding the type of allowable uses and mix of commercial uses within the NEBC so that the park can respond to market demands and fulfill its development potential; (2) expanding the allowable amount of retail and/or other consumer uses and/or restaurant uses on the first floor of multi-floor developments; (3) analyzing which, if any, existing dimensional controls are restraining development, either prohibiting it altogether on smaller lots or not providing sufficient financial incentive to encourage development; and (4) assessing what the traffic and other impacts are of various levels of different uses and/or mix of uses and/or regulatory changes increasing the density of development so that a proper balance can be reached between appropriate fiscal incentives and acceptable levels of impacts on our community. The first phase of the study was completed in Fiscal Year 2011 and recommended changes in the use profile for the park including the expansion of the allowed mix of retail, restaurant and consumer services on the first floor of multi story buildings and the clarification of certain permitted medical uses. Said zoning changes were presented to and adopted by the May 2011 Annual Town Meeting. Phase 2 of the study which relates to dimensional changes was not complete at the time of the May 2011 Annual Town Meeting. Accordingly, the Planning Board advised Town Meeting that it would be back in the fall of 2011 with respect to the NEBC recommended dimensional zoning changes.

To support the development of the NEBC district and provide the required infrastructure, the Department has worked closely with the City of Newton in relation to Needham Street/Highland Avenue corridor project, as well as with respect to mass transit uses of the abandoned MBTA rail bed at that locale. We anticipate working together on grants to explore the feasibility of the latter and on pressing for completion of plans for and funding of improvements along the corridor of the former. The Director of Economic Development has been appointed to serve on the 128 Business Council Board of Directors, which may assist in those efforts.

A comprehensive planning study focusing on improving and enhancing Needham Center was completed in Fiscal Year 2009. The planning effort engaged the Town, including municipal officials, citizens, business interests, property owners, and, where appropriate, federal and state transportation agencies, in a focused and prioritized planning effort to improve the downtown area. To assure that Needham Center continues to serve its important social and economic function, the comprehensive planning process achieved two primary objectives: 1)

developed a cohesive comprehensive plan for the future of Needham Center, which addresses the land use, infrastructure, parking and traffic issues; and 2) educated and involved the community during plan development to assure a planning effort supported by a broad range of community representatives. Zoning, land use, and dimensional regulations such as height, setbacks and FAR were addressed, as well as parking, finance, marketing and other aspects of creating an attractive context for investment in a mixed-use center. Warrants for zoning changes based on the plan were presented and adopted at the Annual Town Meeting in May of 2009. Implementation of the Plan and its recommended next steps agenda remains one of the primary goals and functions of the Department.

In Fiscal Year 2011, the Department, in collaboration with the Planning Board and CEA, initiated By-Law changes to the Neighborhood Business Districts in response to constituents' complaints; corrective By-Law amendments to remedy errors which had arisen over time; technical amendments to the NEBC, Highland Commercial-128 and Mixed Use-128 Districts to make sure that medical laboratories, multiple uses and multiple buildings were allowed as envisioned; an outdoor restaurant seating zoning amendment to allow outdoor seasonal dining together with a General By-Law amendment necessary to allow such uses on public sidewalks or property; and a Zoning By-Law amendment which authorized the Planning Board to make a determination that a use was within the same general use category and was similar in kind and impact to one specifically allowed in the Use Regulations by right or by special permit. These zoning amendments were overwhelmingly approved at the Annual Town Meeting in May 2011.

The Director of Economic Development served as ombudsman for businesses, town departments and individuals on a wide variety of development issues. During Fiscal Year 2011, the Economic Development Office completed a Commercial Permitting Guide for property owners, developers, brokers, and contractors who want to develop land in Needham. The Guide contains clear, easy-to-follow instructions for seeking permits and approvals from Town boards and departments. Although no permitting guide can provide an all-inclusive look at the permits and approvals required for a specific project, the hope is that the booklet will assist applicants in understanding the basics of Needham's development review and permitting procedures thereby ensuring a more transparent and predictable process.

The Town continued its membership in the Metro West Housing Consortium, which includes Bedford, Belmont, Brookline, Concord, Framingham, Lexington, Lincoln, Natick, Sudbury, Newton, Waltham, Wayland and Watertown. HUD allocated approximately \$1 million to the consortium for the development of low and moderate-income housing. Participation in the consortium is providing Needham with approximately \$67,000 annually for affordable housing purposes. As anticipated FY 2004 - FY 2008 consortium funds were utilized at High Rock Homes, where the Housing Authority, with technical support from the Planning Department, oversaw the replacement of approximately 20 of the 80 existing single-family homes with newly built two-family townhouses on the same lot. Construction of this project, which began in Fiscal Year 2008, was completed in Fiscal Year 2009. Currently, the Town is bankrolling its allocation of funds under the program pending allocation to a suitable follow-up project.

The key challenges facing the Planning Board and Department over the course of the next five years will be securing the successful implementation of the Needham Center Plan and the updating of the Land Use and Zoning Plan for the New England Business Center. The State has made mixed-use smart growth development, as envisioned in the Needham Center plan, a priority and has provided the financial assistance required to secure its implementation. Ensuring that Needham takes advantage of its key strategic advantage, namely, four commuter rail train stations, to access those funds and to promote plan objectives remains a key priority and challenge. Additionally, unlocking the economic potential of the New England Business Center remains an overarching goal of the Board and Department.

CONSERVATION

CONSERVATION COMMISSION

Lisa Standley, Chair

Dawn Stolfi Stalenhoef, Vice-Chair

Paul Alpert

Janet Bernardo

Marsha Salett

Carl Shapiro

Sharon Soltzberg

DEPARTMENT STAFF

Patricia Barry, Director of

Conservation

PURPOSE

The Needham Conservation Commission is comprised of seven volunteer members appointed by the Board of Selectmen to staggered three-year terms. The Commission is responsible for administering the Massachusetts Wetlands Protection Act (M.G.L. Chapter 131 Section 40) and the local Wetlands Protection Bylaw (Needham General Bylaws Article 6). The Commission receives and reviews applications for projects involving work within or within one hundred feet of wetlands, streams, ponds, or within 200 feet of perennial rivers and streams. In addition to their statutory obligations, the

Conservation Commission undertakes broader environmental and land-management functions including:

- Managing Town-owned Conservation Land including the 362 acres at Ridge Hill Reservation.
- Promoting the protection of additional open space through conservation restrictions, land donations and purchases.
- Educating the public about the importance of protecting wetlands and other open space.
- Advising and collaborating with other Town Boards and Committees on matters pertaining to use, management and protection of the Town's natural resources and open space.

The Conservation Commission is assisted by a full-time Conservation Officer; a part-time Conservation Specialist and a part-time Administrative Assistant.

FY2011 ACTIVITIES AND ACCOMPLISHMENTS

Over the course of the year, the Commission continued to see a steady flow of applications ranging in complexity from the construction of single-family homes and additions to more complex construction projects such as the Reservoir B Pump Station replacement project, the Pollard and Newman School parking expansion and redevelopment projects, the Kendrick Street Bridge project, and several town and state drainage improvement projects. During FY 2011, the Conservation Commission met formally twenty two (22) times and held a total of

seventy nine (79) public hearings (refer to Table 1). In addition to applications reviewed through the public hearing process, the Commission is required to review and act on requests to either modify, extend or close out a permit. The Commission handled seventy three (73) of these requests during this fiscal year – thirty one (31) more requests reviewed than FY 2010. Finally, for that small percentage of projects that occur within the Commission’s jurisdiction obtaining a permit in advance, the Commission is responsible for pursuing enforcement to bring such sites into compliance with the state and local wetland regulations. In FY2011, seven (7) projects required the issuance of an Enforcement Order in order to restore or protect wetland resource areas.

Table 1: FY2011 Conservation Commission Application Filings & Requests

Type of Application Filing/Request	Number
Notice of Intent	30
Request to Amend Order of Conditions	8
Request for Determination of Applicability	16
Abbreviated Notice of Resource Area Delineation	0
Extension Permit	3
Emergency Certification	4
Certificate of Compliance	20
Minor Modification Request	19
Enforcement Order	7
Trail Maintenance Notification Form	6
DPW Generic Permit Activity Notification Form	2
Exemption Letter	11
Conservation Restriction	1

In their role as land managers, the Conservation Commission continued its ongoing work to implement the Comprehensive Master Trails Plan and finalize the Open Space Plan. In coordination with the Trails Advisory Group, the Commission helped organize the first Spring Trail Day in April that consisted of guided nature walks and volunteer trail clearing at Ridge Hill Reservation. Furthermore, the Commission partnered with the Town of Needham Eco Explorer Leadership Team to maintain the trails at Mitchell Woods along with several Eagle Scouts and Girl Scout trail maintenance projects. Additionally, under M.G.L Chapter 184 Sections 31-33 the Commission received a gift of a permanent conservation restriction at 1509 Central Avenue. This conservation restriction will protect significant scenic, aesthetic and ecological values.

The Commission encourages the involvement of all interested Needham residents in helping to preserve the natural resources of the Town and expand their use and appreciation. The Commission generally meets the second and fourth Thursday of each month at 7:30 p.m. and all Needham citizens are invited to attend.

PUBLIC SAFETY

BUILDING INSPECTOR

*Daniel P. Walsh
Stephen A. O'Neil
Eric G. Libby
William A. Kinsman
Scott W. Chisholm
Christina D. Hooper
Joseph T. Mullin*

The Building Department is responsible for reviewing applications and plans to construct, alter and demolish any building or structure, for compliance with applicable Zoning By-Laws, Massachusetts State Building Code, Massachusetts State Fuel, Gas and Plumbing Code, Massachusetts State Electrical Code, Town of Needham Sign By-Law and the oversees Massachusetts's requirement for Sealer of Weights & Measures. It is the objective of the Building Department to ensure

the quality of life of those who live, work and visit Needham by promoting safety in the construction, use and occupancy of buildings throughout town.

The Massachusetts State Building Code also requires this department to inspect public buildings in town. There are 13 places of worship, 16 day care sites, several state group homes, several nursing home facilities, Beth Israel Deaconess Hospital, Charles River Association for Retarded Citizens, 8 public schools, 4 private schools, one college including dormitory buildings, 982 apartment units, 247 hotel units and approximately 45 other places of assembly and restaurants that require inspections throughout the year to insure that these structures comply with the building code for public safety, ingress and egress.

A major responsibility of the Inspector of Buildings is responding to inquiries as to what regulations will allow property owners to do at their property. The Building Inspector must determine that all permits for additions and uses of properties, both residential and non-residential, conform to the Town of Needham Zoning By-Laws and the Massachusetts State Building Code.

The Building Inspector also advises those residents who are not in conformance with the Zoning By-Laws of that fact and sees that the necessary corrections are made.

Number of Employees	Budgetary Data	
Full-time 7	Salaries	\$445,919
Part-time 7 (substitutes)	Expenses	\$15,682
	Total	\$461,601

The Building Department issued 3,896 permits and collected \$1,206,173 in permit fees in fiscal year 2011.

NUMBER OF PERMITS ISSUED/FEES COLLECTED

	2008	2009	2010	2011
Building	1,185/\$1,517,270	1,208/\$728,213	1206/\$719,332	1386/\$955,193
Plumbing	860/\$73,965	757/\$66,230	660/\$48,278	817/\$58,156
Gas	475/\$20,361	487/\$21,466	396/\$17,514	463/\$19,420
Wiring	1,241/\$226,219	1,060/\$115,116	957/\$102,246	1160/\$127,387
Sheet Metal	0	0	0	42/\$7,216
Signs	65/\$5,250	24/\$2,025	56/\$4,475	21/\$1,525
Swimming Pools	10/\$1,450	7/\$1,050	6/\$800	7/\$1,050
Weights & Measures	\$4,766.75	\$5,360	\$4,713.50	\$9,410.50
Miscellaneous Fees	\$30,688	\$37,260	\$29,482	\$26,816
Totals	3,836/\$1,879,969.75	3,543/\$976,720	3,281/\$926,840.50	3896/\$1,206,173.50

NUMBER OF BUILDING PERMITS ISSUED FOR DIFFERENT CONSTRUCTION PROJECTS

	2008	2009	2010	2011
New Single Family Dwellings	63	66	66	67
New Two Family Dwellings	29	4	4	5
New Non-residential Buildings	4	2	5	3
Conversion to Two Family	0	0	0	0
Add/Alter Existing Residential	732	858	712	942
Add/Alter Existing Non-residential	120	122	83	108
Demolish or Relocate	96	96	160	101
Swimming Pools	10	6	11	9
Signs	65	22	57	21
All other Building Permits	141	63	321	166
Total	1,260	1,239	1419	1422

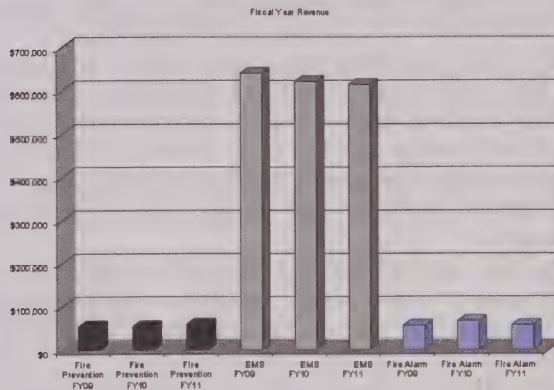
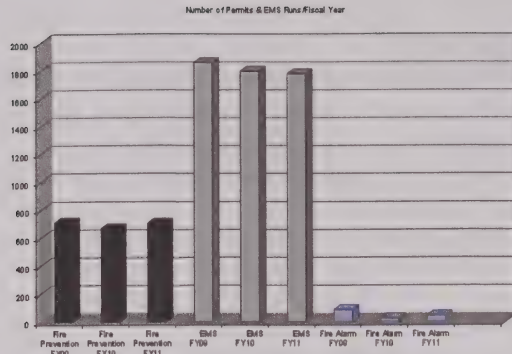
FIRE DEPARTMENT
Paul Buckley, Fire Chief

PURPOSE

To provide the Town of Needham with an effective, well-trained team of professionals to protect the lives and property of its residents through fire suppression, emergency medical services, emergency disaster preparedness, and fire prevention through fire inspections and education, in the most cost-effective manner possible.

FY2011 HIGHLIGHTS

- In August 2010, Thomas O'Brien joined the department as a Public Safety Dispatcher.
- On May 18, 2011, Deputy Chief of Operations Alfred DeJulio retired, ending a career that spanned more than 33 years of professional service.
- The department welcomed Captain Donald Anastasi as the newly promoted Deputy Chief of Operations on May 28, 2011.
- Lieutenant Matthew Dooher was promoted to the rank of Fire Captain on June 13, 2011.
- At the Annual Town Meeting in May 2011, the body approved to appropriate \$400,000 for the purchase of a new fire engine. Once placed into service, the new engine will serve as a front-line emergency response vehicle.
- In April of 2011, Chief Buckley attended the Congressional Fire Services Institute in Washington, D.C., where he met with Senator Scott Brown and Representative Stephen Lynch. The main focus of these meetings was to request funding for local fire service initiatives including response capabilities on Interstate 95.
- In February 2011, the department placed into service a firefighting foam trailer. This custom built trailer is one of five trailers strategically located within our region to respond to major incidents, especially those located on the highway. The funding and training for this trailer was provided by the Department of Homeland Security.
- Once again, the department received a \$2,000 Bio-Terrorism grant from the Department of Public Health to maintain and provide continuing education on the Mass Decontamination Unit.
- The department was awarded a \$5,415 Student Awareness of Fire Education (SAFE) grant. This program is a state initiative to provide fire safety education to children in grades Pre-K through 12. In addition, fire safety education programs are presented to the senior population and various groups throughout Town.
- The department offered a few specialized training programs throughout the year including the annual EMT-B/P Refresher Course, Confined Space Awareness, Foam Trailer Unit training, and Safety for the Firefighter. In addition, in-house training included monthly EMT meetings/rounds, quarterly Defibrillation training, Rescue Boat training, Mass Decontamination Unit training, and various building tours.
- In the fall of 2010, our Public Safety Dispatchers recertified their skills in Emergency Dispatch Training (EMD). EMD training helps the dispatcher to efficiently gather information, dispatch appropriate resources and effectively communicate between caller and responders.



POLICE DEPARTMENT

Philip E. Droney, Chief of Police

PURPOSE

The police mission is the maintenance of social order within carefully prescribed ethical and constitutional restrictions. This mission contains the following elements:

- Prevention of Criminality
- Repression of Crime
- Apprehension of Offenders
- Recovery of Property
- Regulation of Non-Criminal conduct
- Performance of Miscellaneous Services

Consistent with the above, the department mission is to work with all citizens to preserve life, maintain human rights, protect property and promote individual responsibility. The Police Department is established under the authority of Massachusetts General Law, Chapter 41, Section 97A.

POLICE DEPARTMENT EMPLOYEES

During the year the full time staff included a total of fifty-eight employees. They included:

- 49 sworn police officers
- 3 public safety dispatchers
- 1 Animal Control Officer
- 3 Civilian Clerical Staff
- 1 Mechanic/Custodian
- 1 Parking Attendant

In addition, the department maintained twenty-two traffic crossing supervisors to staff school traffic crossings.

Personnel Changes FY2011

- During the year, five police officers were hired: Robert Peck, Vincent Turco, Anthony Frongillo, Roger Noll and Michael Lamb.
- Officer Richard Forbes was promoted to the rank of Sergeant.
- Two police officers retired, Sergeant Richard Grudinkas with over 41 years of service and Officer Robert Driggs with 25 years of police service.
- Officer Robert Mullins resigned after 9 years of service and Officer Michael Tetrault returned to the Fall River Police Department.
- Civilian Administrative Assistant Loretta Sharpe left the department after 12 years of service and Parking Attendant Patricia Nash retired after 20 years of service.
- Civilian dispatcher Daniel Mancini left the department after 3 years for a position with the Federal Government. Patrick Feeney was hired as a civilian dispatcher.

Department Assignments FY2011

- 527 child safety seats were installed by Officer James Treggiari during the year.
- Officer Karl Harmon served as Community Service Officer and Officer R. Vincent Springer served as School Resource Officer.
- Officer Leo Schlittler and Sergeant R. Forbes were assigned to Metro Lec regional computer crimes unit.
- Lieutenant John Schlittler was assigned as liaison officer for the Town's 300th anniversary celebration.
- The Department continued to participate in regional activities with other area police departments in an effort to combine resources and maximize service in areas involving investigative activity, communication technology and tactical deployments.

TECHNOLOGY & PROJECTS FY2011

During the fiscal year the department upgraded the audio and video capability in the police booking room. This upgrade enhances officer safety and security.

For the fourth year in a row, the Police Department participated in the International City Manager's Association (ICMA), Center for Performance Measurement (CPM) data collection study. This project allowed the Department to evaluate fiscal year activities against

those of prior years, and also to compare our agency with other police departments across a wide range of criteria that is common to law enforcement agencies.

FY2011 ACTIVITY COMPARED WITH RECENT YEARS

Category	FY2007	FY2008	FY2009	FY2010	FY2011
Calls for Service	26,826	27,402	24,414	27,322	32,490
Incident Reports	1,925	1,619	1,626	1,691	1,777
Larceny	208	213	199	238	211
Vandalism	109	81	61	86	83
Breaking and Entering	40	45	33	52	31
Assaults	44	25	44	33	42
Drug Violations	22	18	11	17	25
Operating under the Influence	23	22	32	24	29
Adult Arrests and Complaints	365	323	300	328	318
Juvenile Arrests and Complaints	50	37	24	29	20
Traffic Violations	3,106	4,157	3,688	4,142	3,966
Alarms	1,850	1,742	1,609	1,533	1,418
Accidents Reported	434	436	402	419	463

- The number of calls for police service has increased over FY2010 levels.
- In February a Norwood man was sentenced to twenty years imprisonment for his part in a series of bank robberies which occurred in 2009. Subject was arrested by Needham Police and FBI after robbing the Sovereign Bank on July 1, 2009.
- In March a former Needham Doctor and a nurse practitioner who worked with him were charged in U.S. District Court with illegally distributing controlled substances resulting in deaths. This investigation began with Needham Detectives back in 2003, and they continue to offer assistance in the case.
- The number of reported breaking and entering cases has decreased from the previous fiscal year.
- Larceny and vandalism reports have also decreased from the prior year.
- Reported assaults increased this year, from 33 to 42.
- Both adult and juvenile arrests/complaints decreased from the previous year.
- In FY 2011 the department billed \$12,050 in false alarm fees.

EDUCATION

FUTURE SCHOOL NEEDS COMMITTEE

The Future School Needs Committee is a town Committee the annually estimates the projected student enrollment in the Needham Public Schools. The Committee serves in an advisory capacity to Town Meeting. The current membership of the Committee is:

David Coelho, Chair
Heidi Black
Marianne Cooley
Ann DerMarderosian
James Lamenzo
Marjorie Margolis
Mary Riddell
Roger Toran

appointed by Selectmen
appointed by Parent-Teachers' Council
appointed by School Committee
appointed by Finance Committee
appointed by Moderator
appointed by Moderator
appointed by League of Women Voters
appointed by Planning Board

FY2011 HIGHLIGHTS

- Completed the annual enrollment projection and report analysis using town census data, including projections using alternate assumptions.
- Analyzed town census data and private school enrollment trends to project incoming kindergarten enrollment.

FUTURE SCHOOL NEEDS COMMITTEE														
ENROLLMENT PROJECTIONS														
YEAR	2004/2005			05/06	06/07	07/08	08/09	09/10	10/11	11/12	12/13	13/14	14/15	
BIRTHS*	315			306	288	334	295	290	325	325	325	325	325	
SCHOOL YEAR	2010/2011		PROJ -	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21	
GRADE	PROJECTED	ACTUAL	ACTUAL											
K	386	363	23	408	393	405	366	360	378	378	378	378	378	
1	438	439	(1)	379	426	410	423	382	376	395	395	395	395	
2	420	422	(2)	442	382	429	413	426	385	378	398	398	398	
3	433	436	(3)	428	448	387	435	419	432	391	383	404	404	
4	480	485	(5)	439	431	451	390	438	422	435	394	386	407	
5	428	430	(2)	487	441	433	453	392	440	424	437	396	388	
6	443	448	(5)	430	487	441	433	453	392	440	424	437	396	
7	413	424	(11)	442	424	480	435	427	447	387	434	418	431	
8	405	405	0	423	441	423	479	434	426	446	387	433	417	
9	362	380	(18)	417	435	454	435	493	447	438	459	398	446	
10	360	373	(13)	377	414	432	451	432	489	444	435	455	395	
11	367	367	0	367	371	407	425	444	425	481	437	428	448	
12	323	329	(6)	363	363	366	402	420	439	420	475	432	423	
TOTAL	5,258	5,301	(43)	5,402	5,456	5,518	5,540	5,520	5,498	5,457	5,436	5,358	5,326	
K-5	2,585	2,575	10	2,583	2,521	2,515	2,480	2,417	2,433	2,401	2,385	2,357	2,370	
6-8	1,261	1,277	(16)	1,295	1,352	1,344	1,347	1,314	1,265	1,273	1,245	1,288	1,244	
9-12	1,412	1,449	(37)	1,524	1,583	1,659	1,713	1,789	1,800	1,783	1,806	1,713	1,712	
	5,258	5,301	(43)	5,402	5,456	5,518	5,540	5,520	5,498	5,457	5,436	5,358	5,326	
* REFLECTS JULY 1 TO JUNE 30 BIRTHS														

MINUTEMAN REGIONAL HIGH SCHOOL

ABOUT MINUTEMAN

Minuteman is a four-year public high school serving the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston. Minuteman combines rigorous academics in preparation for college with relevant career and technical programs.

NEEDHAM ENROLLMENT

As of October 1, 2011 thirty-one (31) high school students and three (3) post graduate students were enrolled at Minuteman providing a full time equivalent (FTE) of thirty four (34) residents of Needham.

Minuteman experienced a 7% increase in the Freshman Class resulting in the largest freshman class in 12 years. The “Benefits of Minuteman” are clear:

- **Experience the Modern American High School.** Minuteman offers a distinctly modern learning experience where students venture beyond a traditional high school curriculum to explore their interests and discover their passion, whether that’s Bio-technology, Robotics, Environmental Technology, or something else entirely from among our twenty majors.
- **Believe in Yourself.** Students graduate from Minuteman with an enduring self-confidence that they can achieve anything they set out to do, no matter how high the hurdle, how long the road, how loud the skeptics.
- **Prepare for College and Life.** Minuteman equips students with the academic foundation and study skills to succeed in college *and* the industry certifications and acumen to succeed in business, affording every student a unique flexibility upon graduation to pursue their dreams.
- **Learn from Experts.** Minuteman’s teachers are demonstrated experts in their respective fields, injecting a depth of knowledge and experience into their classes that is rarely found in public or private schools.
- **Be More Than Just Another Student.** There is no such thing as “just another student” at Minuteman – instead, teachers and staff personally invest themselves in truly knowing each student and working closely with them to realize their full, individual potential.
- **Make a Fresh Start.** From their very first day of school, Minuteman students are given the opportunity to make a fresh start among new friends and new teachers who will see them as they are and not as who they once were.

NEEDHAM HIGH SCHOOL AND MINUTEMAN HALF DAY PROGRAM

Minuteman offers a unique program allowing juniors and seniors, who have passed the MCAS, enrollment on a half day-every day basis in a career major. This allows a student to graduate from Needham High School and receive a competency certificate from Minuteman. Currently, no Needham students participate.

Minuteman offers 'Post Graduate' programs to Needham residents of any age who are seeking to enhance their skill development. Post-Graduate Students are charged tuition to offset operating costs.

CLASS OF 2011 GRADUATE ACHIEVEMENT HIGHLIGHTS

- 73% college bound or advanced Technical Training, 12% career bound and 4% military. Overall, graduates achieved an 89% positive placement rate.
- 100% of Dental graduates passed the National Dental Board examination.
- 90% of Early Education and Care program completers were certified by the Massachusetts Department of Early Education and Care.
- 78% of Cosmetology graduates passed State Board examinations.
- Health Occupation graduates achieved 78% in college acceptance.
- 86% of Environmental Technology graduates earned the Massachusetts Grade II Municipal Wastewater Treatment Plant Operator License.

CAPITAL PROJECTS

- Lexington Water Department is requiring replacement of several major components of the school's water supply system. This work will be completed in December 2011; estimated total cost of \$120,000 is covered out of our FY12 budget.
- An emergency \$475,000 capital project was successfully completed. Lexington issued an order at the end of June 2011 in regards to the area of the school known as the Trades Hall. The order restricted access and occupancy to the Trades Hall immediately. Minuteman had to obtain a waiver from DCAM to hire a design architect, demolish the interior area and rebuild the area under current building codes in order to open school in the fall.
- MSBA Update: Minuteman is in the "pipeline" of the Vocational School Repair and Renew program announced by the State Treasurer's office in 2010. The Feasibility Study financing was unanimously approved by all 16 member towns in 2010. The School Building Committee will review various models to accommodate member community enrollment, as well as various levels of non-member enrollment. A final project model is expected by 2014.

CURRICULUM AND INSTRUCTION

- Since 2008, all 9th grade students to have English and Math every day, rather than a "week-on-week-off" schedule, thus providing more consistent and concentrated instruction as well as project-based learning.
- The Educational Program planning process has identified several new programs that offer students increased choices in career majors, including Criminal Justice/Bio-Security, Animal Science and the Technical Theater Arts. Two programs phased out in 2010 included Office Technology and Auto Body Repair. Drafting and Design Visual Communications will be phased out by 2014.

PROFESSIONAL DEVELOPMENT

- The Minuteman staff have created academic and Career and Technical Education (CTE) goals that emphasize formative assessment practices, teacher-to-teacher peer observations, Executive Function support, Reading Consultancies, and Academic-Career

and Technical curriculum integration. The integration of technology to enhance student learning is an ongoing commitment.

STUDENT ACCESS, PARTICIPATION AND SUPPORT

- An Executive Function initiative was launched last year. Minuteman provides students with resources to enhance their planning and organization skills.
- Minuteman continues to support a full-time Reading Specialist. In addition to working with the students on his own caseload, he consults with academic and CTE teachers toward the development and application of a school-wide reading program.
- The Special Education department successfully implemented the Student Learning Center (SLC). The SLC allows students to understand their disability, develop skills, and techniques to minimize the impact of the student's disability, and to promote independence and personal responsibility. The SLC supports the transition to college.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshman) throughout the school year. Over the past 7 years the number of participants has doubled in many of the sports offered. Students have more than 20 clubs and activities.
- The Minuteman Parent Association (MPA) meets monthly and supports all aspects of the Minuteman community. In addition, the *Grant-a-Wish* program supports numerous initiatives and incentives for student achievement.

NEEDHAM PUBLIC SCHOOLS

Needham Public Schools District Mission, Values, and Goals

During 2006-07, district leaders revisited our vision, core values, and mission which led to a revision of systemwide goals and objectives and their adoption by the School Committee in November 2007. The School Committee reviews the goals and the progress toward the goals yearly. The revised 2011-2012 district goals may be viewed on the Needham Public Schools website: www.needham.k12.ma.us.

What is our mission?

A school and community partnership that creates excited learners, inspires excellence, and fosters integrity.

What is our vision?

We envision all students engaged and fulfilled in their learning, committed to their community, and willing to act with passion, integrity, and courage.

What do we value?



Scholarship Learning

Every student engaged in dynamic and challenging academic experiences that stimulate thinking, inquiry, and creativity; identify and promote the development of skills, talents, and interests; and ensure continued learning and wellness. Staff improving their practice in an environment that supports a high level of collaboration and instruction that is focused on

helping every student learn and achieve.



Community *Working together*

A culture that encourages communication, understanding, and is actively anti-racist. Sharing ideas and valuing multiple perspectives ensures a caring community committed to the promotion of human dignity.



Citizenship *Contributing*

An environment that nurtures respect, integrity, compassion, and service. Students and staff acknowledge and affirm responsibilities they have toward one another, their schools, and a diverse local and global community.



Personal Growth *Acting courageously*

All students developing skills and confidence through personalized educational experiences that build on student strengths and emphasize reflection, curiosity, resilience, and intelligent risk taking.

System-wide Goals

District Goal #1: Advance Standards Based Learning

To refine and continue to put into practice a system of curriculum, instruction, and assessment that enables each student to be engaged in challenging academic experiences that are grounded in clearly defined standards.

District Goal #2: Develop the social, emotional, and wellness skills of all students

To ensure that students will develop social and emotional competencies that enable them to be self-aware and to develop healthy and productive relationships for work and for life.

District Goal #3: Promote Active Citizenship

To ensure students have the knowledge and skills necessary to participate productively in the local and global communities and to commit to action as learners and citizens.

District Goal #4: Ensure infrastructure supports district values and learning goals.

To build and carry out a sustainable plan for financial, building, technological, and human resources that enables our learning goals and is responsive to student and school needs.

Every September, the Needham Public Schools publishes a Performance Report which is mailed to every Needham residence. The 2011 Performance Report offers factual information that highlights accomplishments and lays out challenges. It reflects the system's commitment to data-driven decision-making, honest communication, concern for the achievement of all students, and continuous improvement. The report is organized with student performance as its central focus, with additional information about staff, finances, planning, and community satisfaction. A section of the report is devoted to each of these topics.

This publication is available to view on the Needham Public Schools website under Reports: www.needham.k12.ma.us

HUMAN SERVICES

COUNCIL ON AGING

COUNCIL ON AGING

Susanne Hughes, Chairperson
Carol deLemos, Vice-Chair
Scott Brightman
Roma Jean Brown
James Dolan
Dan Goldberg
Risa Greendlinger
Eilene Kleiman
Lianne Relich
Andrea Rae
Colleen Schaller
Mary Elizabeth Weadock

DEPARTMENT STAFF

Jamie Brenner Gutner, Executive Director
Sherry Jackson, Associate Director
LaTanya Steele, Social Worker
Joan DeFinis, Outreach Worker
Barbara Falla, Social Worker
Penny Gordon, Program Coordinator
Dorene Nemeth, S.H.I.N.E. Program Director
Denise Roskamp, S.H.I.N.E. Assistant
Program Director
Clif Holbrook, Building Monitor
Elwyn Cotter, Van Driver
Robert Papetti, Van Driver

MISSION

The Needham Council on Aging, which governs the Stephen Palmer Senior Center, was established by Town Meeting in 1957. For the past 65 years the mission of the Council on Aging has consistently been to respond to the needs of older residents' by providing a welcoming, inclusive, secure environment where individuals and families benefit from programs, services, and resources that enhance their quality of life and provide opportunities for growth. Needham can boast that as a proactive community it was forward thinking enough to encourage the formation of one of the first recognized Councils on Aging in the State of Massachusetts and that the Needham Council on Aging's Senior Center was the first in Massachusetts, and the 20th in the nation, to achieve national accreditation twelve years ago.

In the 1950's, Dorothea Willgoose, MD. realized that the older adult population of Needham had unmet health, housing and social needs. In large part due to her advocacy, the Needham Council on Aging was established to address these issues. Various community partners such as the YMCA shared space with the department over the years until we officially opened our doors as the Stephen Palmer Senior Center at 83 Pickering Street on October 2, 1979. This address has been home ever since.

As a town department the Needham Council on Aging is charged with serving Needham's 60+ population and their families, by addressing diverse aspects of aging service interests, concerns and needs. Participants who attend programs are primarily 60 years of age or older, although we also provide services to many children of older adults and also engage in multigenerational activities. We provide advocacy for Needham's senior population on the local, regional, state, and national levels, to assure that needs and interests are being met, and that the quality of life for our residents is at an optimal level, in an environment that fosters independence.

Walls do not confine the functions of the department, and we fulfill our mission as a true community partner by delivering programs and services in a variety of places, and wherever needed throughout the town. The COA offers a variety of programs and services five days a week at the nationally accredited Stephen Palmer Senior Center, located at 83 Pickering Street, where the professional Council on Aging staff has had oversight for services and programs for the past 33 years. The Center hours are Monday-Friday 9:00a.m.- 4:00 p.m. The Council on Aging office, also located at the Stephen Palmer Senior Center, is staffed Monday-Friday, 8:30a.m.-5:00 p.m. throughout the year.

Some of the services and programs provided to meet the goals of the Council on Aging Department include, but are not limited to: outreach and counseling services, advocacy, transportation, daily meals, information and referral, health benefits counseling, volunteer opportunities, health & wellness information and screening, creative and social classes, educational programs, special events and trips, and a drop-in center for socialization, independent activities and learning opportunities. The Needham Council on Aging operates in a community context. Our ability to provide the extensive services and programs that we are proud to offer is in part due to the relationships that we have developed with many organizations and agencies. The list of these community partners is varied and extensive.

FY2011 SUCCESSES

- Through the work of the Senior Center Exploratory Committee, the Council on Aging Board, the Friends of the Needham Elderly, Inc. and with the support of the Board of Selectmen, Finance Committee, and the Town Manager there has been movement towards the fulfillment of the wish to build a new Senior Center. A site was chosen this past year, and design funds were authorized by Town Meeting.
- During the year the Council on Aging found itself interviewing for two important positions: Van Driver and Outreach Worker. By January the process was completed and two new members joined the team.
- Our new Outreach Worker evaluated our Friendly Visitor Program, which prompted a revision of some training materials and redefining what constitutes an appropriate visitor setting, which addresses the larger issue of outreach and helps to expand ways to lessen isolation and encourage social connection.
- This year a staff member participated in the “Wisdom Works Job Search Skills Training” sponsored by the Executive Office of Elder Affairs. The training will better enable us to assist people in learning the new and essential job search skills required for finding employment in today’s world. The methods and techniques of searching for employment have changed dramatically over the past few years and a more mature person may need to learn the new ways to approach accomplishing the task. Due to the economy it is becoming increasingly important to provide training in this area.
- Mid year we completed an application for the Mobility Assistance Capital Grant to assist the Town in replacing our Van. The grant through the Massachusetts Department of Transportation provides eighty (80) percent of the cost of the vehicle with a twenty (20) percent match through the generosity of the Friends of the Needham Elderly, Inc. In June 2011 we were notified that we had been selected for this award and would be receiving a twelve passenger handicapped accessible van some time within the coming year.
- This year we were honored to welcome Secretary of Elder Affairs, Ann Hartstein, who helped us celebrate National Senior Center Month.

- Our proposals to present two of our unique programs at the Massachusetts Council on Aging Conference and the National Council of Aging were accepted. We were pleased to be able to highlight these two unique, worthwhile intergenerational endeavors, “Senior to Senior” and “Sages and Seekers,” that were successfully implemented in our Town.
- An opportunity to explain our programs and services to a younger group came about through an invitation to address students at Mt. Ida College’s Human Service Class, and through an innovative community partnership that took place when grant funding was approved for an Olin College course called “Engineering for Humanity.” This class was based on interaction between Needham and Wellesley Councils on Aging, Olin College and its students. The hope was that this would lead to a sustainable community/college partnership aimed at outcomes that would improve the health of the elder participant.
- Our new program “Celebrate Diversity” started in the spring of 2011.
- It is our belief that diversity enriches our lives by bringing together the resources and talents of many people for the shared benefit of all. By learning to recognize our similarities and appreciate our differences we work to overcome prejudice and intolerance. The implementation of programs and services that we feel help to support this goal is a focus for the entire department.
- The Council on Aging continued to be involved as a member of the Domestic Violence Coalition (DVAC) and the Coalition for Suicide Prevention. We were pleased to submit, and have accepted, a proposal to MCOA (Massachusetts Council on Aging) on behalf of the Coalition to offer QPR Training (Question, Persuade, Refer) at the Annual Conference in October.
- The Council on Aging department is committed to promoting health and wellness for all residents and to encouraging and providing necessary support so that each individual has the potential to function at their own optimal level of independence.
- As a member of the Healthy Needham Committee we contributed an article on Brain Health and wrote and appeared in a Public Service Announcement shown on the Needham Challenge about the same topic.

FY2011 CHALLENGES

- Our SHINE staff and volunteers were especially busy in FY 11 during the Medicare Open Enrollment. During this period 3,597 client contacts occurred as compared to 2,901 during this period the previous year. During the calendar year total client contacts recorded was 6960 as compared to 5,411 during the previous year. This was a 28.65% increase during FY11.
- Due to the major economic challenges over the past few years we continued to see an increased number of people dealing with issues that included, but were not limited to, resume writing, how to pursue work opportunities in a computerized society, how to apply for food stamps and many related issues surrounding foreclosure, homelessness and hoarding.
- The Reaccreditation Process continued and with the help of many community partners the committee work was accomplished, necessary materials were compiled, reports written and arrangements made to have an on-site review. The process has been lengthy and involved and demanded much effort and time on all who participated, but the benefits of community involvement and departmental self assessment has helped us to evaluate all that goes into providing programs and services and the daily operation of our Center.

- For three months the department was without our limited weekly administrative support which demanded close teamwork with the Accounting Department to ensure that purchasing and billing needs were met during this time.
- An unexpected challenge this past winter developed when we were having some much needed carpet replacement in our two largest program spaces. The job became more involved and necessitated cancelling programs for a week and relocating the staff at the Public Services Administration Building so that we could continue to provide service to residents.
- Water main work took place on Pickering Street during the summer. Although the street was closed to traffic, with the help of the Needham Police, and through good communications from our Public Works Department, our activities and services remained accessible to participants.
- Active participation on various committees such as the SCEC (Senior Center Exploratory Committee), and the PPBC (Permanent Public Building Committee) along with attendance at Public Hearings, numerous Selectmen and Finance Committee Meetings throughout the year, kept staff and volunteers busy as they attempted to support forward movement toward the realization of a new Senior Center in the near future.

FUNDING FY2011

Funding for the Council on Aging Department and the many services and programs that we offer comes from varied sources. This past year the town of Needham funded part or all of some salaried positions and allocated a sum to purchase services and expenses. As an adjunct to town funding, the Council on Aging received funds through the State Formula Grant which supported some professional staff hours and expenses. Additionally, the Needham Council on Aging continued to administrate the SHINE Grant (Serving the Health Information Needs of the Elderly) for 22 cities and towns in the MetroWest region. The funding received was used in part to pay for the part time positions of the Shine Program Director, Assistant Director and Outreach Worker who provided supervision and over site for 46 volunteers. Donations to benefit the department were utilized to supplement the programs and services offered as state and municipal funds do not fully financially support all that the aging service department provides.

PROGRAM STATISTICS FY2011

- 400 volunteers donated well over 30,000 hours which translates to approximately \$400,000 worth of services to the town of Needham.
- 46 SHINE Counselors served over 1000 people from the Needham sites and provided 7,380 volunteer hours of services within the 22 towns located in the Metro West Region which contributed to an estimated \$4,000,000 savings in health care costs for residents in these towns.
- The Council on Aging offered over 2,300 different sessions and events with 45 programs offered on a regular basis at the Stephen Palmer Senior Center and additional sites throughout Town.
- The Council on Aging Department served over 3,500 individuals with our Social Service department touching the lives of more than 2,000 of those.
- Our van provided 7,895 rides to include 3,212 rides related to food shopping.
- Our phone logs indicated that over 12,000 calls were received by the Council on Aging staff and volunteer receptionists during 2011.

WEST SUBURBAN VETERANS SERVICES DISTRICT

*Stanley W. Spear, Jr., Director of West Suburban Veterans' Services District
William Topham, Graves Registration Officer and Coordinator of Ceremonies*

The West Suburban Veterans' Services District (W.S.V.S.D.) includes the Towns of Needham, Wellesley and Weston. The central office is located in the Wellesley Town Hall with another office in the Needham Town Hall and one in the Weston Council on Aging. Office hours are from 9:00 am to 12:00 noon on Monday and Wednesday mornings in the Wellesley Office; Tuesday and Thursday mornings in the Needham Office and Friday mornings in the Weston Office. Information is available on the W.S.V.S.D. website at www.westsuburbanveterans.com or the office may be contacted at 781-489-7509 with questions or to schedule appointments. A full range of benefits and services are available to veterans' and their families based on certain qualifications and eligibility requirements. The W.S.V.S.D. Board is comprised of three members with one Board of Selectmen designee from each community.

DEPARTMENT OF VETERANS' SERVICES – NEEDHAM

Under the W.S.V.S.D. Director Stanley W. Spear, Jr., the Department of Veterans' Services (DVS) provides the following benefits and services to veterans and their families within Needham:

- Carries out functions assigned to the Veterans' Office by Chapter 115 of the General Laws of Massachusetts.
- Provides assistance in applying for U.S. Department of Veterans' Affairs (VA) benefits.
- To keep a depository of discharges and records of veterans.
- To oversee the disbursements of veteran's benefits to veterans and their families.

During the past year there were many Veterans, spouses or other relatives who visited the Town Hall in Needham after usually calling with information so they could to pick up flags and markers for graves of a family member, obtain a copy of discharges to file for veteran benefits, burial benefits, and various other benefits. During the year the Director had one hundred and seven (107) face to face interviews with Needham Veterans and/or their relatives. In addition, the Veterans Office responds to numerous other inquiries through e-mail and telephone conversations.

HIGHLIGHTS – VETERANS SERVICES OFFICE

- Attended formal training sessions provided by the Commonwealth of Massachusetts Department of Veterans' Services on current veterans benefits and services.
- Presented an overview of State and Federal (VA) Benefits at the COA in July and December.
- Attended the installation of Matt Ching as the new Commander of the Needham Veterans of Foreign Wars Post during May.
- During the year \$ 12,701.65 in Chapter 115 Benefits were provided to Needham Residents.
- Organized and attended an informational seminar by the National Service Officers from the Disabled American Veterans (DAV) on VA Benefits which was attended by sixty four (64) veterans. This outreach was successful as several Needham residents completed

new applications for benefits claims at the conclusion of the presentation. These claims are currently being processed at the VA Regional Office in Boston.

OFFICE OF GRAVES REGISTRATION – NEEDHAM

The Graves Officer William Topham is responsible for the Graves Registration activities and also serves as the Coordinator of Ceremonies working with the W.S.V.S.D. Director in the coordination and operation of the Memorial Day, Veterans' Day observations and other related events in the Town of Needham.

- To fulfill the requirement of Chapter 115 that all veterans' graves will have an American flag placed on them for Memorial Day.
- To see that all veteran's graves in Needham and St. Mary's cemeteries are kept and cared for and free of debris.
- To insure that veterans who die without funds are properly interred.
- To organize and participate in the Memorial Day Ceremonies and Parade as well as the Veterans Day Ceremonies.

HIGHLIGHTS – GRAVES & CEREMONIAL OFFICE

- Placed over 2,000 American flags on the graves of veterans in St. Mary's and Needham Cemeteries as well as at all Memorial sites within the Town of Needham.
- Organized and participated in the Memorial Day Parade and Observances.
- Organized and led the Veterans Day Ceremonies on November 11th.

NEEDHAM YOUTH SERVICES

BOARD OF DIRECTORS

Cathy Lunetta, Chairperson
Ronnie Haas, Vice-Chairperson
Ariana Chae
Jessica Hoguet
Doug Levy
Danielle Penny
Vincent Springer
Debbie Winnick

PURPOSE

The mission of Needham Youth Services (formerly known as the Needham Youth Commission) is to provide leadership and a community focus on youth and family issues and to promote community wellness by: Identifying and addressing youth and family needs; Advocating for youth and family



DEPARTMENT STAFF

Jon Mattleman, Department Manager
Carol Rosenstock
Katy Colthart
Michelle Butman
Courtney Hale (Clinical Intern)

interests; Partnering with other youth and family serving agencies; Developing and implementing quality programs and services; and Educating and communicating with the public regarding youth and family issues.

Needham Youth Services operates as a mental health resource offering a wide array of confidential clinical and programmatic services to children, adolescents, and families. While the department's services are reaching more people and having a greater impact, it is clear that the need for such services far outweighs the department's resources; thus, many in Needham are not receiving support. Youth Services has worked diligently to construct meaningful services designed to meet the increasing and ever-changing needs of the Needham community. Learn more at www.needhamma.gov/youth.

FY2011 HIGHLIGHTS

QPR Suicide Prevention Trainings (Question, Persuade, Refer): The QPR Suicide Prevention model was patterned after the success of the CPR (Cardio Pulmonary Resuscitation) medical intervention and was based upon the concept that the person most likely to prevent an individual from dying by suicide is someone that person already knows (e.g. parent, teacher, relative, or friend). Trainings were two hours in length and were made available to many community groups in Needham. Learn more at www.needhamma.gov/youth/qpr.

Safe Surf: Internet Safety for Middle School Youth and their Parents: Initially funded by the Needham Education Foundation, this program provided students and parents with the knowledge to navigate the Internet with confidence. Through workshops and written materials, students and parents learned about appropriate ways to use the Internet. In FY 2011, 300 youth participated in this program, and over 300 booklets were distributed to parents (booklets were funded by the Needham Exchange Club). Learn more at www.needhamma.gov/youth/safesurf.



A Conversation...For Parents of Teens: Sponsored by the Needham Women's Club, this program allowed a maximum of nine parents per session to focus on a specific youth-related topic such as alcohol/drugs, suicide/loss, stress, and depression. Over fifty parents participated in this program, and it is slated to expand in the coming year. Learn more at www.needhamma.gov/youth/aconversation.

Website: It is estimated that over the past year thousands of "hits" were registered on the Youth Services website. Residents learned about services, read the Needham Youth Services Annual Report, viewed pictures of the staff and program, and much more. Special thanks to the Information Technology Department for their support in establishing this vibrant website. Please visit the Youth Services website at www.needhamma.gov/youth.

Individual/Family Counseling: The Masters level staff clinicians were skilled at working with youth and families who are experiencing difficulties with issues such as family discord, loss, drugs, alcohol, stress, anxiety, and other mental health concerns. Who used these counseling services? They were neighbors, cousins, children, and friends; they were people with no health insurance or expired health insurance; they were people grappling with either

a short or long-term problem; but mostly, they were people who had the hope and determination that life can bring greater satisfaction and reward. It was not unusual to work with an elementary age youth coping with a significant loss, a middle school student coping with parental alcohol use, or a high school student with a drug problem. The majority of referrals were for family issues, and the schools were the largest sources of referrals. In the past year 470 hours of counseling were provided to Needham youth and their families. Learn more at www.needhamma.gov/youth/counseling.

Counseling/Psycho-Education Groups: Group counseling/psycho-education was a practical and effective mode of both prevention and treatment and allowed the staff the opportunity to interact with greater numbers of people than individual treatment. Group intervention offered a unique opportunity for young people to learn about issues which affect their peers and to receive feedback from their peers regarding issues such as: divorce, stress, self-esteem, bullying, abuse, depression, social skills, loss, drugs/alcohol, and violence/anger. Of special note was the “Extreme Looks” program, a four-day mind/body/spirit group for teen girls. In FY 2011, 220 hours of group counseling/psycho-education services were provided.



Community Crisis Response: Over the past six years, the Needham community has grappled with the sudden loss of many young people, and Youth Services responded by outreaching to youth, parents, and families in a variety of ways including individual meetings, group sessions, and the distribution of informational materials. In addition the department was actively involved with groups such as the Needham Coalition for Suicide Prevention. A significant number of staff hours were devoted to creating materials and meeting with community leaders in response to losses as well as to discuss preventative steps for the future.

Substance Abuse Awareness Program: Youth Services continued to offer a structured 15-hour Substance Abuse Awareness Program (SAAP) for drug/alcohol-involved youth. This service provided an assessment of current substance use, intervention, education for youth and their families, and counseling services to support healthy choices. All participants and their parents attended an Alcoholics Anonymous (AA) meeting to assist in transmitting the message that drugs and alcohol can negatively impact any person without regard to age, gender, or economic status. Learn more about this program at www.needhamma.gov/youth/saap.

Picture Perfect: Picture Perfect was a workshop for all 8th graders that investigated the issue of how the media portrays gender roles and appearance, and explored how this can negatively impact how youth feel about themselves. In FY 2011, 280 youth participated in this program. Learn more at www.needhamma.gov/youth/pictureperfect.

RAY of Hope Program: RAY (Recognize A Youth) was established by Needham Youth Services in an effort to acknowledge the outstanding service and positive contributions that young people are making to the Needham community. Working in collaboration with the Needham Business Association, a young person was selected each month as the



RAY of Hope recipient and was awarded a certificate from Youth Services and a check from a member of the Needham Business Association. The RAY of Hope program acknowledged youth and their role in making the Needham community a special place to live. Learn more at www.needhamma.gov/youth/rayofhope.

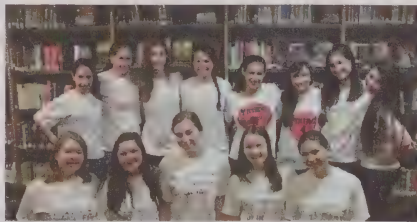
Teen Dating Violence Program: Youth Services provided seminars on Teen Dating Violence for all 9th graders at Needham High School. The seminars were designed to teach the unique aspects of Teen Dating Violence, how to recognize the warning signs, and ways to access community supports. Over the past year, 400 youth were involved in this program. Learn more about this program at www.needhamma.gov/youth/tdv.

Patrick Forde Good Person Memorial Award: In 2005, Needham resident and community activist Patrick Forde passed away unexpectedly at the age of 51. Patrick was a person who cared deeply about Needham and about youth and families. In an effort to honor Patrick, this award is given annually to a Needham resident who has helped make Needham a better place to live through his/her volunteer work and commitment. This award is recognition that through volunteerism and caring, each person in our community is able to enhance Needham. Last year's first recipient was Bill Dermody, and this year's recipient was John Hrones for his over 25 years of service to the Needham Track Club. Over 100 people attended this year's award ceremony. Learn more about this program at www.needhamma.gov/youth/fordeaward.



Employment and Volunteer Programs: The Employment Program consisted of two primary services: 1) Youth were linked with residents and provided around-the-home support in the form of babysitting, yard-work, and snow removal; and 2) Youth investigated employment opportunities in local businesses such as offices and restaurants. Additionally, the Volunteer Resource Listing was created to inform youth of area volunteer opportunities. In FY 2011 these programs fielded 312 inquiries. Learn more at www.needhamma.gov/youth/employment.

Needham Unplugged: Needham Unplugged was an awareness campaign to remind families and residents to “unplug their electronics” and “plug into” each other. “Unplugged” was a reminder that there is more to life than what is on the other side of a plug. A calendar for the month of March outlined activities that did NOT require electricity and emphasized person-to-person interaction and health. The centerpiece of this year's “unplugged” occurred on March 16th; it was the no-homework, no sports, and no meeting night for the Needham Public Schools, and there were no town meetings and virtually no civic, religious, or community meetings took place in Needham. Many area towns such as Newton, Belmont, and Holliston were impressed enough to replicate this program in their communities. Special thanks to partners at the Needham Park and Recreation Department and the Charles River YMCA, Needham Board of Selectmen, and to the Needham Public Schools for their support. Learn more about Needham Unplugged at www.needhamma.gov/youth/needhamunplugged.



Peer Tutor Program: This program matched high school students with middle and elementary school students in need of academic or organizational/study skills assistance. Needham Youth Services' role consisted of outreach to potential participants, training of high school tutors, monitoring weekly tutoring sessions, providing support if problems occurred, and facilitating communication between tutor and participant families. Over the past year, Peer Tutor Program volunteers provided 1,417 hours of support to younger students. Learn more at www.needhamma.gov/youth/peertutor.

Make A Statement Day: This program was implemented at Needham High School for students and staff. Aimed at promoting diversity, tolerance, and understanding by creating an opportunity for students and staff to communicate about issues of importance to them, students and staff created and wore t-shirts with quotes, statistics, and/or statements about meaningful issues in order to raise awareness and have a voice. Now in the fifth year of operation, over 900 participated in this event this past year. Learn more at www.needhamma.gov/youth/masd.

Project VAN (Volunteers Around Needham): VAN offered youth ages 13 to 17 the opportunity to work as part of a team providing valuable community service to non-profit organizations in Needham. Sites included Charles River Center, Needham Park and Recreation Department, Needham Community Council, Needham Public Library, Needham Council on Aging, Needham Housing Authority, and Wingate at Needham. Project VAN is generously supported by the Needham Community Council. VAN participants provided more than 400 person hours of free volunteer services over the past summer. Learn more online at www.needhamma.gov/youth/projectvan.



Graduate/Undergraduate Internship Program: In FY 2011, Needham Youth Services welcomed a clinical intern from the Framingham State Graduate School of Counseling to provide individual, family, and group counseling services as well as extensive work on the Peer Tutor Program. In addition, a new Summer College Internship Program was established. Over the course of the past year, interns provided over 1,065 hours of free service to the Needham community.

Diversion/Restitution Program: In conjunction with the Needham Police Department and the Dedham District Court, Needham Youth Services continued to offer youth who have committed minor violations of the law the opportunity to participate in community service work in lieu of further court action and/or fines. Youth Services' role was to work with offenders and their families to identify the motivations for their behavior, to provide support as required, and to oversee the placement and completion of community service. In the past year, participating youth completed assignments at the Needham Public Library and other town departments. In FY 2011 Needham Youth Services supervised over 300 hours of community service. Learn more online at www.needhamma.gov/youth/diversion.

Seminars/Workshops/Presentations: Needham Youth Services designed and facilitated numerous trainings in the past year including one for new Needham Public School Staff,

Babysitter Training Seminars, presentations at the schools and in the community, and many others. In FY 2011 Needham Youth Services worked with a total of 2,889 youth, parents, and professionals in seminars and/or workshops.

Race to Nowhere Film and Discussion: In collaboration with the Needham Education Foundation and the Needham Public Schools, Needham Youth Services brought the film “Race to Nowhere” to the community. Over 500 parents attended this film and the panel discussion held after this, and the feedback was overwhelmingly positive.

E-Mail Sign Up: In an effort to inform youth and families of the programs and resources of Needham Youth Services, e-mail addresses from residents were accepted and information was sent regarding programs and services. To date, over 2,000 have registered for this service. Residents can register for this free service at www.needhamma.gov/youth/email.

Partnerships: In recent years Needham Youth Services has received grants and/or donations from the following organizations: Needham Community Council, Tolman Trust Fund, Rotary Club of Needham, Domestic Violence Action Committee, Needham Women’s Club, Exchange Club of Needham, Middlesex Savings Bank, and many more local businesses, and private citizens. Needham Youth Services devoted considerable time working with the larger community and over the past year collaborated with groups such as:

Charles River Center
Healthy Needham 2011
Marks Moving Service
Needham Business Association
Needham Clergy Association
Needham Coalition for Suicide Prevention
Needham Coalition for Youth Substance Abuse Prevention
Needham Domestic Violence Action Committee
Needham Exchange Club
Needham Housing Authority
Needham Park and Recreation

Needham Public Library
Needham Public Schools
Needham Women’s Club
Needham Community Council
Needham Council on Aging
Project Interface
Regional Center for Healthy Communities
Riverside Community Care
Rotary Club of Needham
School Health Advisory Council
Wingate at Needham
YMCA --- Charles River Branch

Publications: Needham Youth Services created and/or distributed the following original publications in FY 2011 Learn more at www.needhamma.gov/youth/publications.

- Needham Youth Card
- KIDS Survival Guide
- Parent Guide to Teen Parties
- Ask the Youth Commission
- Information on Suicide
- Parenting Literature
- Making the Middle School Years Work
- Networks Book

- Safe Surf: Internet Safety for Middle School Youth and their Parents

FISCAL YEAR 2011 STATISTICS

Over the past 15 years Needham Youth Services programs have grown in scope --- there was virtually no support for parents, and today there exists a range of parenting programs such as “Safe Surf: Internet Safety Parent Program” and “A Conversation...For Parents of Teens.” In addition, Needham Youth Services is collaborating with more of the community with no increase in staff. Over the past five years, program usage by the community has skyrocketed; as an illustration of the growth of the department, below is a brief statistical comparison to the five year period ending in 2010.

	Workshops/Training/Seminar Participants	Peer Tutor Program Hours
FY 2010	3866	1590
FY 2005	2633	1335
Percent Increase 2005 - 2010	46%	19%

FY2011 was a challenging year as were Youth Services was short staffed for the majority of the year --- and this was reflected by a corresponding decline of 25% in workshop/training/seminar participants, as well as declines in areas such as individual and family counseling and others service delivery programs. Comprehensive statistical summaries for the past five years are available online at: www.needhamma.gov/youth/reports, and individual program evaluations may be obtained by contacting the Youth Services office.

PUBLIC WORKS



*Richard P. Merson, Director of Public Works
Robert A. Lewis, Assistant Director of Public Works
Anthony L. Del Gaizo, Town Engineer
Rhainhardt F. Hoyland, Highway Superintendent
Mario E. Araya, Solid Waste & Recycling/Transfer
Station Superintendent
Vincent J. Roy, Water & Sewer Superintendent
Edward J. Olsen, Parks & Forestry Superintendent
Steven J. Hawes, Garage & Equipment Supervisor*

PURPOSE

The Department of Public Works promotes programs necessary for asset management and the preservation of infrastructure in order to provide for the

health, safety, welfare, and convenience expected by the community for a high standard of living and good quality of life. The function of Public Works includes rendering services to all citizens in the areas of highway maintenance and construction; removing snow; supplying and distributing water; constructing and maintaining sewer and storm water; solid waste disposal and recycling; parks and forestry maintenance. The Department provides its own administration, engineering and equipment maintenance

FY2011 HIGHLIGHTS

- Shipped 8376 tons of rubbish to Wheelabrator Millbury (Waste-to-Energy Plant).
- Recycled 36% out of the solid waste stream.
- Recycled 2917 tons newspaper and mixed paper, including phone books and magazines; 1191 tons of commingle, including glass, aluminum and tin cans, milk & juice cartons, plastic food & beverage containers with the recycling symbol #1-#3, and 290 tons of cardboard.
- Removed 153 tons of metal and 12 tons of tires from the waste stream.
- Removed 25 tons of paint, 6 tons of waste oil and anti-freeze from the waste stream.
- Goodwill & Red Cross received 179 tons of textiles.
- Composted 7017 tons of yard waste.
- Processed 9954 tons of DPW construction waste, e.g. from the replacement or repair of water, sewer & drain pipes, roads and sidewalks.
- Under the Department of Environmental Protection (DEP) waste ban mandate, removed from the waste stream 41 tons of Cathode Ray Tubes (CRT) in computer monitors & televisions, VCR's, rechargeable batteries (lithium & nicad), mercury thermostats & thermometers, and fluorescent light tubes; 168 Freon recovery units (i.e. refrigerators & air conditioners; 125 propane tanks, and performed 122 waste load inspections of vehicles on tipping floor.

- 9205 Disposal Area user stickers were purchased of which 8746 were residential, 83 were commercial, and 376 replacements & weekly passes.
- Established Recycling Program at Schools & Public Buildings, 100 tons of single stream items (paper & commingle) was diverted from the waste stream.
- Started the Wood Diversion Program to comply with DEP mandate, which went into effect June 1, 2006. For the 12 month period of FY11, 294 tons of wood waste was diverted from the waste stream.
- Held one successful Annual Household Hazardous Waste Collection Day & November leaf Sundays Program.
- Continue the repair and preservation of the Town's 123 miles of roadways including 5.98 miles of asphalt paving; 5280 gallons of rubberized crackseal; & adjusted and repaired 185 driveway aprons.
- Repaired 32,500 feet of grass berms; installed 2,050 feet of granite curb & 28,750 feet of asphalt curb.
- Continue the preservation of the Town's 160 miles of sidewalks, including the construction of 35 handicap ramps and repaired 2.8 miles of sidewalks.
- Proceed with the scheduled maintenance and repair of traffic signs, traffic markings and parking meters, and the repair and update of traffic signal equipment.
- Continue to improve the Snow & Ice Program to provide the best service to the Town through equipment upgrade, use of corrosive inhibited anti-icing chemical, employee training and tactical improvements, and re-design of traditional snowplow routes.
- Purchase 18 pieces of replacement equipment - 3 hybrid passenger vehicle, 5 pick-up trucks, 2 dump trucks, 1 vacuum type catch basin cleaner, 1 backhoe loader, 1 material spreader, 1 sidewalk tractor, 1 loader mounted snow blower, 1 utility tractor, 1 turf sweeper, and 1 athletic field renovator.
- Completed construction of Richardson Drive Sewer Installation and I/I Rehabilitation.
- Inspected 369 Street/Sidewalk Occupancy and Excavation Permits.
- Completed the design of the Greendale Ave/High Street Intersection Improvement Project.
- Completed the design of the Mark Lee Road Municipal Parking Lot.
- Completed construction for Pickering and Garden Street Water Main Replacement.
- Completed 29 project reviews for the Planning Board.
- Completed 850 project reviews for the Building Department.
- Completed construction of Chapel and May Street Water Main Replacement and Sidewalk Road Reconstruction.
- Completed Request for Proposals for Town Drinking Water Well Number 1 Design Repairs.
- Completed design of Rosemary Glen Stormwater Improvements.
- Continued design of DPW site Stormwater and Water Quality Improvements.
- Completed the design of Kendrick Street Bridge Repairs.
- Completed construction of Phase I Sewer I/I Repairs for Areas 16 and 22.
- Continued design of Phase II Sewer I/I Repairs for Areas 16 and 22.
- Continue design of Bradford Street Storm Water System Improvement Project.
- Continue design of Reservoir B Pumping Station Replacement Project.
- Responded to 221 Parks & Forestry Division work requests.

- Needham recognized as Tree City USA for 16th year.
- The 2011 Arbor Day activities included the planting of 4 Kousa Dogwood trees with the students at Hillside Elementary School.



*Arbor Day 4-29-11 at
Hillside Elementary
School*

Forestry:

Tree Removals and Stumping

FY09 = 45 trees

FY10 = 50 trees

FY11 = 45 trees

Tree Pruning Hours

FY09 = 2,008 hrs

FY10 = 2,900 hrs

FY11 = 2,116 hrs

Roadside Brush Removal and Flail Mowing

FY09 = 2,216 hrs

FY10 = 2,666 hrs

FY11 = 1,840 hrs

Tree Planting

FY09 = 800 Arbor Day seedling + 54 trees on streets and parks + nursery: 88 trees

FY10 = 200 Arbor Day seedling + 61 trees on streets and parks + nursery: 52 trees

FY11 = 300 Arbor Day seedling + 61 trees on streets and parks + nursery: 103 trees

Park and Recreation, Memorial Park, School Grounds:

Athletic Field Acres Fertilized

FY09 = Cricket Program + 2 applications

FY10 = Cricket Program + 2 applications (one additional application on new grass fields)

FY11 = 25 acres (4 application) + 47 acres (2 applications)

Athletic Field Acres Aerated

FY09 = 21.25 acres – (once), 2.5 acres – 2 applications, 7.5 acres – 4 applications

FY10 = 12.00 acres – (once), 27 acres – 3 applications

FY11 = 10.00 acres – (once), 32 acres - 2 applications

Over-seeding

FY09 = 2 fields (three) + 2 fields (twice) + 3 fields (once)

FY10 = 3 fields (once) + 3 fields (twice)

FY11 = 13 fields (once)

Diamond Work

FY09 = 2,024 hrs

FY10 = 2,474 hrs

FY11 = 2,678 hrs

Mowing Hours

FY09 = 5,616 hrs

FY10 = 6,066 hrs

FY11 = 6,036 hrs

- Repaired 22 water pipe leaks, including 10 water main breaks and 12 water service leaks.
- Responded to 29 water emergency calls (after regular business hours).
- Replaced 1,006 out 13,499 residential/municipal/condominium water meters, and replaced 12 out of 706 Commercial Water Meters.
- 178 Water service lines were replaced, including 1 lead-lined water service pipes.
- 15 new fire hydrants were installed.
- Successfully replaced 300 feet of water main on Arnold Street with 8 inch ductile iron pipe.
- Continue NPDES Program to remain compliant with EPA Memorandum of Agreement, including 12 catch basin replacement, inspect & clean drain system, replaced 5 drain manholes, and bi-annual street sweeping to prevent accumulations of debris in catch basins that drain into the Charles River Watershed.
- Camera & Flushed 174,240 feet of sewer main and 111,936 feet of drain lines.
- Rodded 1,725 feet of sewer main and used jet truck with root cutter for drains.
- Installed 900 feet of drain pipe on High Rock Street and Memorial Field.

PUBLIC FACILITIES

PUBLIC FACILITIES DEPARTMENT CONSTRUCTION DIVISION

PERMANENT PUBLIC BUILDING COMMITTEE

George Kent, Mark Presson
Chairman Paul Salamone
Joseph Carroll Irwin Silverstein
Stuart Chandler
John Keene

DEPARTMENT STAFF

Steven Popper, Director of Design & Construction
Tiffany Shaw, Project Manager
Hank Haff, Project Manager
Dick Thuma, Project Manager
Kathryn Copley, Administrative Specialist
Antonio Antenor, Intern

PURPOSE

The Public Facilities Department – Construction Division provides support for the Permanent Public Building Committee (PPBC) and helps advise and support the Town Manager on Facility construction, planning and operational needs. Town owned building projects with a total cost of \$500,000 or more that involve construction, reconstruction, enlargement, or alteration are assigned to PPBC to oversee, unless the Committee defers jurisdiction in the instance where a project includes little or no actual building construction, or where there are extenuating circumstances as to the nature of the project.

The Permanent Public Building Committee ("PPBC") was formed in June 1996 with seven members who were appointed to be responsible for overseeing the construction, reconstruction, enlargement, or alteration to buildings owned by the Town or constructed on land owned, leased or operated by the Town having a total project cost of \$500,000 or more. The PPBC is responsible for working with the individual user agencies as the need for a project, and/or a feasibility study, becomes established.

In 1998 the Town hired a Building Construction and Renovation Manager to work on the projects. In 2006 this position was restructured and is now under the Public Facilities Department umbrella -Construction Division as the Director of Design and Construction. Three project managers have been added to the staff along with an intern assigned to the Newman Repair project.

FY2011 HIGHLIGHTS

The following is a summary of completed or ongoing projects the PPBC has supervised during the 2011 fiscal year (July 2010 to June 2011). These projects were initiated during the period of 2008 thru 2011 fiscal years.

Project Name: High School Renovation & Addition
Project Status: Completed
Authorization: \$51,300,000
Override: \$10,700,000 (April 2005)
Total Budget: \$62,000,000
Budget Status: Over Budget by \$40,000

Architect: Drummey, Rosanne & Anderson, Inc.
Contractor: TLT Construction Corp.
Project Mgr.: Gilbane Building Company

The project completion occurred in the spring of 2009. The Town came to a satisfactory settlement agreement with the contractor TLT Construction Corporation in December 2010. The settlement agreement required an additional \$40,000 from a reserve transfer to be allocated to the project. The project is still working on miscellaneous tasks to finalize its Occupancy Permit requirements.

Project Name: High Rock School 6th Grade Center Renovation & Repair
Project Status: Ongoing
Authorization: \$ 19,995,000
Budget Status: On Budget
Architect: DiNisco Design Partnership
Contractor: G&R Construction Inc.
Project Mgr.: Daedalus Projects Inc.

Construction on the High Rock project started in February 2008. Substantial completion was reached in August 2009. The building received an occupancy permit in August 2009 and was ready to receive students on September 2, 2009 for the start of the 2009/2010 school year.

The PPBC rescinded \$2.425 million of the \$19,995,000 appropriated by the May 2007 Annual Town Meeting. This was done at the November 2010 Special Town Meeting.

The Invasive Species Removal and Management process on the site will be ongoing thru the summer of 2011.

Project Name: Town Hall Renovation
Project Status: Ongoing
Authorization: \$19,155,746
Budget Status: On Budget
Architect: McGinley Kalsow & Associates, Inc.
Owners Project Mgr: Public Facilities - Construction

At the 2008 Annual Town Meeting, Article 25: Appropriate for CPA-Town Hall Historic Preservation Design was approved. Design of the Town Hall was awarded thru design selection to McGinley Kalsow & Associates of Cambridge, MA.

Authorization of construction funds in the amount of \$18.155 million occurred at the Annual Town Meeting in May 2009 with the approval of Article 35. Construction documents were prepared and the project went out to bid in November 2009. Construction started in March of 2010. The project is expected to reach substantial completion by September 2011 and Town Hall staff should be moved back in during October 2011.

Project Name: Newman Elementary School Repair
Project Status: Ongoing

Authorization: \$26,962,128
Budget Status: On Budget
Architect: Drummey, Rosanne & Anderson, Inc.
Owner's Project Manager: Steve Popper, Public Facilities - Construction
Construction Manager at Risk: Consigli Construction
Modular Building Contractor: Triumph Modular

At the November 2009 Special Town Meeting, Article 14: Appropriate for Facility Repairs/Newman School was approved contingent upon an affirmative vote of the Town. An override in the amount of \$26,962,128 was brought before the Town voters on December 8, 2009 for a town wide vote. The override passed.

A Construction Manager at Risk was selected in May 2010. Triumph Modular was selected to supply the temporary modular classrooms. The footings for the modulars were installed during the summer of 2010 and the modulars are being installed during the summer of 2011. The project went out for bid in November of 2010. The GMP was established in January 2011. The construction started June 2011 with the renovation of the common areas (cafeteria, kitchen and auditorium) to be completed during the summer of 2011.

Project Name: Senior Center Feasibility Study
Project Status: Completed
Authorization: \$49,091
Budget Status: On Budget
Architect: Bargmann Hendrie + Archetype, Inc.

At the November 2009 Special Town meeting Article 13: Appropriate for Feasibility Funding was approved in the amount of \$49,091 for a feasibility study of several sites for the placement of a Senior Center. The initial sites that were studied were Greens Field, Rosemary Street and the Emory Grover Building. The MBTA parking lot in the Heights was added to the study. The study was finished in the fall of 2010.

Project Name: Pollard Improvement for Newman
Project Status: Ongoing
Authorization: \$1,330,950
Budget Status: Over Budget by \$65,000
Architect: Bargmann Hendrie + Archetype, Inc.
Owners Project Mgr: Public Facilities – Construction
Contractor: Casby Brothers

At the May 2010 Special Town meeting Article 9: Appropriate for Pollard School Improvements, was approved in the total amount of \$50,000 for design services. The improvements are related to the temporary relocation of Newman Elementary School students to the site for the 2011/2012 School year. \$20,000 will be from a one-time school fund allocation to the project.

At the November 2010 Special Town Meeting Article 9: Appropriate for Facility Improvements and Repairs/Pollard School, was approved in the amount of \$325,000.00 for design,

engineering, constructing, remodeling, reconstructing services and extraordinary repairs including parking lot and access improvements of the Pollard School. Also at the November 2010 Special Town Meeting Article 13: Amend the FY 2011 Operating Budget allocated an additional \$117,000 to the Pollard Improvement project. The School Department allocated \$15,950 for a traffic study of the site which brings the total to \$507,950.

At the March 2011 Special Town meeting Article 1: Appropriate for Facility Improvements and Repairs/Pollard School, was approved in the amount of \$758,000 for design, engineering, constructing, remodeling, reconstructing services and extraordinary repairs including parking lot and access improvements of the Pollard School and with an additional \$65,000 allocated to the project from reserve funds brings the total to \$1,315,000.

Casby Brothers was awarded the construction contract. The work is anticipated to be complete by the end of August 2011 allowing occupancy by the Newman School Kindergarten and Pre-Kindergarten programs being displaced by the renovations ongoing at that school. The contingency for the project was very slim. Several unforeseen issues developed over the course of the project which made it necessary to ask for additional funds.

Project Name: Pollard Roof Replacement
Project Status: Ongoing
Authorization: \$3,500,000
Budget Status: On Budget
Engineer: Gale Associates
Project Manager: STV Construction Inc.
Contractor: Wayne Roofing

At the November 2010 Special Town meeting Article 10: Appropriate for Pollard Roof Replacement was approved in the amount of \$3,500,000. This project is being done under the Massachusetts School Building Authority's Green Repair Program. The MSBA will be reimbursing the Town 35.42% of the cost of the project. The bulk of the project will be done during the summer of 2011 with completion anticipated in the fall/winter of 2011.

Project Name: Senior Center Feasibility & Design
Project Status: Ongoing
Authorization: \$500,000
Budget Status: On Budget
Architect: Bargmann Hendrie + Archetype, Inc.
Owners Project Mgr: Public Facilities - Construction

At the November 2010 Special Town meeting Article 11: Appropriate for Senior Center Feasibility & Design was approved in the amount of \$500,000 for a senior center to be located on MBTA land adjacent to the Needham Heights train station. This land was acquired by the Town in a swap transferring Town owned property at the Hersey train station. Design of the Senior Center Study was awarded thru design selection to Bargmann Hendrie + Archetype, Inc. It is expected that constructions funds will be appropriated at the November 2011 Special Town Meeting from construction estimates developed by Bargmann Hendrie + Archetype, Inc.

Project Name: Building Condition Assessment - Hillside, Mitchell and Pollard
Project Status: Ongoing
Authorization: \$80,000 total
Budget Status: On Budget
Architect: Dore & Whittier Architects, Inc.
Owners Project Mgr: Public Facilities - Construction

At the May 2010 Annual Town meeting Article 32: Appropriate for General Fund Cash Capital (Pollard School Condition Analysis) and Article 33: Appropriate for Hillside/Mitchell Condition Assessment was approved in the total amount of \$80,000.00. The study was awarded thru design selection to Dore & Whittier Architects, Inc. A report of their findings is due at the end of August 2011.

Upcoming future projects include the construction of a Senior Center in the Heights, a prefeasibility study for the replacement/renovation of the Hillside and Mitchell Schools, relocation of the Salt Storage Shed to the RTS on Central Avenue and the renovation of the Cricket Field House. The PPBC is challenged by the enormously important and complex projects that have been appropriated by the Town. Successful execution of these projects is essential to successfully integrate these projects within the Towns infrastructure.

PUBLIC FACILITIES DEPARTMENT OPERATIONS DIVISION

Chip Laffey, Director of Facility Operations
Wayne Whisler, Facility Operations Shift Supervisor
Carys Lustig, Administrative Analyst
Antoinette Poness, Department Specialists
Niki Rumbos, Department Assistant

PURPOSE

The Public Facilities Department, Operations Division identifies, plans for, coordinates, and executes routine daily maintenance and custodial care of all

Town buildings. In addition, the Department formulates long-range building related capital needs, including cost estimates and feasibility assessments, for planning purposes.

The Spring 2006 Annual Town Meeting created the Department of Public Facilities under the direction of the Town Manager. The new department was preceded by the Municipal Building Maintenance Board which has been in existence since 1995.

Buildings cared for and maintained by the Public Facilities Department include: Town Hall, Public Safety Building, Fire Station #2, Public Library, DPW Main Building, Public Services Administration Building, Charles River Water Treatment Facility, Ridge Hill Reservation (three buildings), Carleton Pavilion, Stephen Palmer Building (Council on Aging), Memorial Park Fieldhouse, Needham High School, Pollard Middle School, Newman Elementary School, Broadmeadow Elementary School, Eliot Elementary School, Mitchell Elementary School, Hillside Elementary School, High Rock School, Emery Grover School Administration Building, and the Daley Maintenance Building.

FY2011 HIGHLIGHTS

In January 2011 the Department underwent a structural change, with the resignation of the Custodial Supervisor; the Department reclassified that position as a Shift Supervisor, and relocated it to cover the second shift staff. This is the first time the second shift staff, which comprises more than half of the Department, has had supervision by a manager on the same shift. The intention of the Department is to have a Shift Supervisor on both the first and second shift to cover the daily supervision of all staff within the Department.

Ridge Hill

- Building is no longer being used as a residence
- Installed security alarm system

Public Safety Building

- Replaced operator in overhead door
- Repaired roof
- Emptied catch basin

Fire Station #2

- Repaired plymovent exhaust system

Broadmeadow

- Repaired fence that was damaged during winter storm
- Repaired main breaker in RTU2
- Repaired several exterior lights
- Performed duct cleaning
- Retiled floors in cafeteria and four bottom floor classrooms
- Removed snow from roof

Eliot

- Fixed problem with main breaker tripping
- Repaired several exterior lights
- Repaired fence that was damaged during winter storms
- Removed snow from roof

Hillside

- Repaired fire alarm system
- Performed duct cleaning
- Retrofitted uninvents and added to Building Management System
- Repaired several exterior lights
- Rebuilt or replaced all steam traps

Mitchell

- Installed new shades in art classroom
- Repaired stairs
- Completed uninvent retrofit and added to Building Management System

Newman

- Replaced dividing doors in gym with flexible curtain
- Repaired fence damaged from winter storms
- Repaired fire alarm system
- Repaired elevator
- Removed snow from roof

Pollard

- Repaired fire alarm panel
- Abated asbestos flooring and replaced with vinyl composite tile
- Repaired roof
- Removed snow from roof
- Installed new sign in front of school
- Repaired elevator
- Installed new air conditioning system in C wing
- Replaced cement board around modular
- Converted regular classroom to science classroom

High School

- Worked on completing items from punch list
- Repaired chiller
- Repaired fire alarm system
- Repaired fence that was damaged during winter storms
- Repaired elevator phone
- Repaired several exterior lights
- Relined parking lot
- Insulated athletics office space
- Repaired roof
- Removed snow from roof

High Rock

- Repaired fire alarm system
- Repaired several exterior lights
- Repaired damage to fence from winter storms
- Removed snow from roof

Emery Grover

- Performed asbestos abatement on flooring and replaced with vinyl composite tile
- Repointed brick around the exterior of the basement of the building
- Repaired gutters and downspouts on roof
- Made repairs in basement area where water had infiltrated building

DPW

- Extended natural gas pipeline up Dedham Ave and converted boiler to consume natural gas
- Installed exterior parking lot lights at Defazio for DPW staff parking
- Repaired garage exhaust system
- Removed snow from roof

Transfer Station

- Repaired overhead door

Council on Aging – Stephen Palmer Center

- Replaced carpet and performed asbestos abatement in Blue and Yellow rooms

Memorial Park

- Relined parking lot

Library

- Repaired exterior parking lot lights
- Repaired both boilers
- Repaired elevators

COMMUNITY SERVICES

COMMISSION ON DISABILITIES

Elaine Saunders, Co-Chair
Jeanie Martin, Co-Chair
Susan Crowell, Secretary
Leon Foster
Debbi Heller
Bruce Howell
Karen Peirce, Treasurer and ADA liaison,
Andy Wise
Dale Wise
Patrice Snellings, Liaison from School Committee
Paul Spooner, Consultant from MetroWest Center
for Independent Living

The Needham Commission on Disabilities (NCOD) meets on the third Tuesday of the month with the following membership: 9 members; a majority of whom are disabled; one of whom must be a family member of a person with a disability; and one of whom must be an appointed municipal official, and other interested Needham residents.

PURPOSE

- To advise municipal officials, public and private agencies, and other individuals to ensure compliance with federal, state and local disability laws.
- To promote full integration of persons with disabilities into the community.
- To provide information, referrals, and technical assistance to individuals, businesses and organizations in all matters pertaining to disability issues.
- To participate in a variety of forums and media events to develop public awareness of persons with disabilities, and compliance with the Americans with Disabilities Act (ADA).
- To award grants to community based organizations that increase awareness of and educate persons about disabilities, and that help persons with disabilities participate more fully in programs and activities in Needham

BUDGET

6/30/2011	Dell Marketing Laptop Purchase	\$520.66
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HANDICAPPED PARKING FUND

2/2/2011	Eliot PTC, Jothy Rosenberg, speaker	\$250.00
5/20/2011	Olin College, subtitles for film	\$350.00
6/30/2011	Hillside PTC, Therapeutic Roller Slide Playground Equipment	\$3000.00
TOTAL		\$3600.00

FY2010 HIGHLIGHTS

- Received and reviewed documents from the Massachusetts Architectural Access Board and the Department of Public Safety regarding rulings on code violations and variance requests.
- Worked in conjunction with the Metro West Center for Independent Living in Framingham on all legal and technical matters pertaining to the disabled.

- Advised town officials and local businesses regarding the number and dimensions of handicapped parking spaces and of proper signage required for HP spaces in order to ensure compliance with ADA and the AAB regulations. Locations included DeFazio Field, Trader Joe's, Blue on Highland, Needham Pediatrics, YMCA, Newman School and Mitchell school.
- Advised town officials and the Needham Police about the necessity of providing audible traffic signals at pertinent crosswalks in Needham, such as those at May, Highland, School and Chestnut Streets.
- Continued to make available handicapped parking signs that comply with state regulations and town by-laws at a reduced cost to Needham businesses and town departments.
- Maintained a force of trained volunteers that assist the Needham Police by taking photographs of violators of handicapped parking regulations.
- Contacted the Needham Police and local business owners about problems of snow removal in handicapped parking spaces.
- Continued to award grants to individuals and organizations for materials and programs relating to persons with disabilities. (Funds made available from handicapped parking fines.)
- Distributed an updated NCOD brochure which is available at various town sites and is included in a welcoming packet for Needham newcomers.
- Contacted the Needham School Department and PPBC regarding problems related to accessibility in the control room at Needham High School.
- Sponsored weekly presentations on the Needham Cable Channel of the Ablevision program by Project Triangle, which highlights accomplishments of persons with disabilities.
- NCOD members made presentations regarding disability issues to Olin College and participated in the Triad sponsored Senior Resource Fair.
- Guest speakers from the Massachusetts Office on Disability presented information to NCOD on disability issues of mutual interest and weekly updates were received from the Disability Policy Consortium.
- Advised parent representatives from Hillside School regarding accessible playground equipment.
- Discussed changes in ADA and Home Modification regulations.
- Attended Disability Awareness programs in the Needham Public Schools.
- Met with architects and PPBC representatives to review and advise them on accessibility in the Needham Town Hall renovation.
- Met with architect and the Needham Community Council director to review and advise them on accessibility issues in the proposed Hillside Avenue site for the council.
- Consulted the Town of Needham engineering department regarding curb cuts including Kingsbury and Pickering Streets.
- Initiated a survey of all parking spaces in the Town of Needham to ensure that there is compliance in proper signage and the number of spaces allotted in each location.
- Discussed Needham's policy for on-street handicapped parking with a representative from the Needham Police Department and Massachusetts Office on Disability.
- Guest speaker from Perkins Talking Book Program and Braille Library presented information on their programs.

- Remained informed about regulations and issues concerning people with disabilities through subscriptions to publications, newsletters and through the public media.

FY2011 FORECAST/GOALS

- To continue to work with the School Administration, the liaison to the School Committee, MBMB, PPBC and the Park and Recreation Department in an advisory capacity to ensure compliance with AAB and ADA building codes at schools, playgrounds and other municipal buildings as they are renovated.
- To work with Needham Public Housing and its residents to provide a safe environment and accessibility compliance including ramps, railings, entrances and lighting.
- To continue consultation with town departments about specific issues that arise in implementing the Town Transition Plan.
- To continue to inform non-compliant business property owners, including medical office buildings, of regulations regarding proper handicapped parking signage and offer properly worded handicapped parking signs to public and private organizations and businesses at a reduced cost.
- To work with the Needham Police to enforce proper usage of handicapped parking spaces through a program that tickets violators.
- To work on completing the survey of all handicapped parking in Needham.
- To utilize funds accrued from handicapped parking fines for the specific benefit of the disabled community through the issuing of grants.
- To continue to work with town officials to bring the Town of Needham into compliance with state and federal regulations regarding all accessibility issues.
- To continue to distribute the NCOD brochure.
- To dispense information and to serve as a resource to individuals and entities in the Town of Needham on issues relating to the disabled.
- To continue to facilitate registration of persons with disabilities in the Enhanced 911 program and Emergency Management Program, in conjunction with Needham Town Hall and the Needham Police.
- To encourage Needham citizens to participate in NCOD meetings which are publicly posted.

For further information about the Needham Commission on Disabilities and about attending a meeting, please call NCOD at (781) 455-7500.

COMMUNITY PRESERVATION COMMITTEE

Member

Mark Gluesing, *Chairman*
Janet Bernardo, *Vice Chair*
Carol Boulris
Bruce Eisenhut
Reg Foster
Jane Howard
Mike Retzky
Lita Young
To Be Named

Appointed by

Town Moderator
Conservation Commission
Historical Commission
Planning Board
Housing Authority
Board of Selectmen
Park & Recreation Comm
Board of Selectmen
Town Moderator

PURPOSE

Massachusetts General Law (M.G.L.) Chapter 267 of the Acts of 2000, Section 2, defines community preservation as “the acquisition, creation and preservation of open space, the acquisition, creation and preservation of historic structures and landscapes and the creation and preservation of community housing.” Needham voted to accept the legislation in November 2004. The Community

STAFF

Patricia Carey, *Staff Liaison*
Nicole DiCicco, *Recording Secretary*

Preservation Committee is appointed to make recommendations for use of the Community Preservation Fund.

FY2011 ACCOMPLISHMENTS AND ACTIVITIES

- The Needham Community Preservation Fund received its state distribution of \$401,199 from the Commonwealth in October 2010, a 27.20% match, down from last year’s 34.81% match to Needham’s surcharge.
- The Committee met, last year, with the Community Preservation Coalition to discuss proposed changes to the state CPA legislation. The legislation was re-filed for the new legislative session and the CPC will continue to support the revisions.
- The Committee held a public hearing in January, 2010, to gather public input on the revisions to the Needham Community Preservation Plan. The revised Plan was approved in January, 2010.
- The Committee held a public meeting in March, 2011, to gather public input on the proposals under review for funding.
- At the May, 2011 Annual Town Meeting, the Committee recommended and Town Meeting approved the funding of the following proposals:

\$ 50,000	Housing Authority	Feasibility Study for Redevelopment
\$ 7,500	Town Manager	Preservation of Historic Documents
\$ 80,000	Charles River ARC	Group Home Energy Improvements

- In addition to funding the proposals at the Annual Town Meeting, and as required by the state legislation, funds were spent or put in reserve for Historic Resources, Community Housing, and Open Space. Remaining funds, totaling \$1,131,200 were placed in the Annual Reserve, for future projects in those categories or Recreation. Five percent of the revenue was put into the CPA Administrative budget.

STATISTICS

- The Community Preservation Fund has provided financial support to twenty six (26) projects, with a total of \$18,254,433.

Community Housing total	\$ 1,094,500
Open Space total	\$ 1,158,200
Historic Preservation total	\$ 15,169,233
Recreation total	\$ 832,500

GOLF COURSE ADVISORY COMMITTEE

PURPOSE

Jane Howard, Chairman
Roy A Cramer
Michael Mahoney
Erik Pederson
Richard Reilly
Jon Schneider

The Golf Club Advisory Committee members are appointed by the Selectmen to act as a liaison between the Needham Golf Club and the Board of Selectmen. The Committee monitors Club operations to ensure that the Club is operated in accordance with the terms of the lease with the Town. The Committee also provides a forum for residents to obtain information about the

operation of the Club and to resolve any disputes with the Club. The Committee reports to the Board of Selectmen.

The Needham Golf Club is a private non-profit corporation organized in 1923. The Club operates a 9-hole golf course designed by a disciple of Donald Ross. The Club owns approximately 6.7 acres of land fronting on Green Street. The club house, parking lot and ninth green are on land owned by the Club. The remainder of the golf course is on approximately 58.8 acres of land leased from the Town.

The current lease, approved by Town Meeting in 2008, expires on April 30, 2029, but is subject to the right of the Town to terminate the lease at any time upon action by the Town Meeting.

Under the terms of the lease, residents have the right to use the golf course after 3:00 on Sundays and Mondays and all day Tuesdays. Greens fees charged are the same fees that members pay for their guests. In addition, the Club accommodates the Needham High School Golf Team and allows use of the premises for winter sports. The lease imposes various restrictions on membership including a requirement that 90% of new members must be residents of Needham.

The Golf Club Advisory Committee meets prior to the beginning of the golf season and at the end of the season and holds special meetings if matters arise at other times.

FY2011 HIGHLIGHTS

November, 2010

- Daniel Dain was welcomed as a new member.
- Club President, Joe Gillen , reported a slight decrease in resident play from 2020 rounds in 2009 to 1837 rounds in 2010.
- Participation in the Park and Recreation's Senior League also decreased slightly during 2010.

April, 2011

Needham Golf Club Past President, Joe Gillen reported:

- The target date for the opening of the new Clubhouse is Memorial Day weekend. Due to concerns for safety. The pro-shop was moved during construction to one of the barns, and special parking was arranged with the MBTA.

June, 2011

Needham Golf Club President Steve Theall reported:

- The Club welcomed 54 new members this year, 6 of whom are non-residents.
- The membership drive has resulted in the restoration of the waiting list for 2012.
- The Club was working with neighbors to determine if the planting of additional trees close to the property line is needed.

NEEDHAM HISTORICAL COMMISSION

Members: Rick Hardy (Chair), Carol Boulris (Past Chair), Gloria Greis (Secretary), Sandy Tobin, Joel Lebow, Dr. Miles Shore, Bob Boder

The Historical Commission ensures the preservation, protection, and development of historical assets that are evidence of the Town of Needham's history. The Commission conducts research to identify places of historic or archaeological value, and seeks to coordinate the activities of unofficial bodies organized for similar purposes. The Commission consults with other Town boards and committees who are seeking information or input about historically significant properties, features, or landscapes and communicates with the Board of Selectmen about recommendations as to whether an asset should be certified as an historical or archeological landmark.

The functions of the Historical Commission include assisting residents in obtaining historical house information, reviewing proposed demolition projects in accordance with the Demolition Delay By-law (2.11.5), and working with the Town in the evaluation of the future use of historic buildings.

INVENTORY OF HISTORICAL PROPERTIES

During 2010 the Historical Commission oversaw the first significant addition to the town's inventory of historical properties since 1978. Funds granted to the Commission from the Community Preservation Act allowed the hiring of historical consultants who under guidance of the Commission performed research and documentation on homes and properties identified as historically significant to Needham. In April 2011 The Historical Commission formally released the new inventory to the public and held a formal reception for new owners of properties in the inventory. Over 60 residents attended. Attendees received a information packet from the commission outlining resources available for owners of historical properties from the state, federal and private preservation organizations. Mr. Joel of was the keynote speaker. From this work the Town of Needham now has an interactive map identifying the location of historical sites, homes and structures, as well as extensive historical documentation on these properties. 2011 being the Tercentennial of Needham's founding ,it is the hope and intent of the Commission that we may be able to soon place this information

on the Commission's webpage on the town's official website where this information will be made available to all town residents. The Commission is also working to digitize the information of properties included in the original 1978 inventory (now available only in paper form at the Needham Public Library) to make this information available to more residents via the web for the tercentennial celebration in 2011.

TOWN HALL RENOVATION

Working closely with other town departments the Needham Historical Commission played an important role in the renovation of the town hall. Working with the town manager and the CPC, the Commission supported the initiative to document the town hall renovation and restoration process to preserve this information for future generations. The Commission also worked to encourage the use of the "Great Hall" as a town resource while ensuring the preservation of the Hall's historic character. The Commission recommended (successfully) for the repair and use of the Great Hall balcony. By jointly preserving the historic character of the great hall and allowing an increase in seating capacity, the town will have a meeting space to allow a venue for town functions such as town meeting. The Historical Commission initiated a recommendation that Needham Selectmen name the Great Hall after James Hugh Powers, Needham's longest serving town meeting member and a tireless citizen who has dedicated his life to service to his town, state and nation.

HISTORICAL COMMISSION PROGRAMMING ON THE NEEDHAM CABLE CHANNEL

The Commission in cooperation with the Needham Channel (CATV) is producing and airing a series of programs examining the historical preservation of local properties highlighting techniques and resources for preservation as well as the historical significance of selected homes in the town historical property inventory.

PRESERVATION OF HISTORIC ARTIFACTS

The Commission worked closely with the Town Manager and the Community Preservation Committee to preserve and protect a number of historic artifacts related to the town hall renovation project. These artifacts will be preserved and made accessible to town residents with the opening of the town hall in November 2011.

NEEDHAM FREE PUBLIC LIBRARY

BOARD OF TRUSTEES

Rose A. Doherty, Chair

Lois C. Bacon

Richard C. Hardy

Thomas M. Harkins

Margaret L. Pantridge

Gregory J. Shesko

Lois F. Sockol

The Board of Library Trustees derives its authority from Massachusetts General Laws, Chapter 78, Sections 10 and 11, and the Needham Town Charter Part 3, Section 19. In conjunction with its new Strategic Plan, the Board of Library Trustees has adopted the following Vision and Mission Statements.

VISION STATEMENT

The Needham Free Public Library will provide the community with access to resources to support its users' evolving educational, intellectual, recreational, and cultural needs. The library will provide an open environment for interaction among

people of all ages, interests, and abilities.

MISSION STATEMENT

The Needham Free Public Library is committed to:

- Providing resources and technology to support library users in obtaining the information they seek
- Promoting collaboration, cultural awareness and understanding among individual users and community groups in the community it serves
- Fostering an environment that stimulates imagination and learning

LIBRARY STAFF

Ann C. MacFate, Director
Nancy B. D'Amico, Assistant Director
April E. Asquith, Reference Supervisor
Susan M. Park, Technical Services Supervisor
Janet E. Prague, Children's Supervisor
Danielle Tawa, Technology Specialist/Archivist
Catherine D. Stetson, Reference Librarian/AV Specialist
Gay Ellen Dennett, Reference Librarian/Program Specialist
Deborah A. Lovett, Circulation Supervisor
Carolyn S. Davis, Assistant Children's Librarian
Jean F. Kirkham, Assistant Cataloger
Karen H. Donaghey, Library Assistant
LuAnn M. Caron-Leslie, Library Assistant

PART-TIME REFERENCE STAFF

Jeffrey R. Arnold
Mary H. Conlon
Ardis Francoeur
Leigh R. Hoffman
Rebecca L. Kinney

PART-TIME CHILDREN'S STAFF

Kerri O. Brosnan
Elaine M. Garnache
Diane L. Shetler
Pamela C. Yosca

PART-TIME ADMINISTRATIVE ASSISTANT

Nancy R. Chislak

PART-TIME LIBRARY ASSISTANTS

Erin G. Bassett
Sandra J. Bedigan
Annalisa Bishop
Patricia H. Dunn
Karen C. Gallagher
Melanie A. Griffiths
Judith G. Johnson
Irene L. Kamergorodsky
Janet S. Krawiecki
Kathleen M. McIntyre
Ellen A. Porter
Kelly E. Rizoli
Ellen J. Staller
Joan P. True
James K. Westen

CUSTODIAL STAFF

Angel R. Lopez
Raymond B. Cranton
Howard R. Egerton

FY2011 HIGHLIGHTS

JULY

- For the fourth year in a row the library's Book Cart Drill Team appeared in the Needham Fourth of July Parade and received thunderous approval.
- In collaboration with an Olin College student, the library sponsored two *Facebook* classes that were so well received that an additional class was scheduled for September.



AUGUST

- 210 children registered for the Children's Room Summer Reading Program, *Go Green @*

Your Library. The story and craft programs featured learning how to be “green”. All craft projects were constructed from recycled materials.

- More than 980, children attended the Children’s Room summer events.
- The Friends of the Needham Public Library held a summer mini-book sale.
- The library trustees agreed to sponsor special displays in the library and to post events for Needham 300.
- Children’s Room puppet theater crafter Ted Esselstyn installed a mural along the wall around the theater.

September:

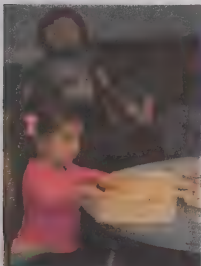
- The library’s Tuesday afternoon and Wednesday evening book groups resumed their monthly meetings.
- The library trustees voted to accept the Planning Committee’s 2010 – 2015 Strategic Plan
- The library trustees voted to make the loan period for DVDs and videos three weeks, the same as the loan period for books.

OCTOBER

- The Friends of the Library held its 38th Annual Fall Book Sale.
- The Library Foundation of Needham held its Third Annual Gala, *Black, White, and Read All Over*. The evening was an overwhelming success.
- Long-time Circulation Supervisor Cynthia Crawford retired.
- Author Mike Tougas was the first speaker in the FY11 McIver Lecture Series, *Needham’s Path to 300*. He spoke of his explorations of the Charles River.
- The Reference Department added a new database, *Consumer’s Checkbook*, which rates Boston area services and stores.
- The library joined the Needham and Newton Human Rights’ Commissions in sponsoring a lecture entitled, *Islam in America: A Candid Discussion of Myths and Realities* with Dr. Mohammed Lazzouni.



NOVEMBER



- Library patrons checked out 6,898 items, using the new self-check system.

By June the monthly self-checks increased to 8,271.

- The library purchased a framed oil painting entitled, *The Chamberlain Farm*. The farm had been located on Central Avenue.
- The Friends of the Library approved a library “Wish List” that totaled more than \$36,000.

DECEMBER

- The Massachusetts Board of Library Commissioners certified the Needham Free Public Library, making it eligible for a \$30,824 State Aid Award.
- As part of the New Year’s Needham Celebration, the library held two puppet programs, two storyteller sessions, and three magician performances. 1,438 children enjoyed these events.

JANUARY

- The Minuteman Library Network changed its downloadable audio and ebook provider to OverDrive.
- The *Needham Times* began a weekly column that featured library staff and trustee recommended reading.
- The library introduced a new website for teens.

MARCH

- The Needham High School Art Department and Temple Beth Shalom Garden Club joined forces to present *Art in Bloom*, a floral interpretation of student art work. More than 1,500 people attended.
- State Senator Richard Ross and State Representative Denise Garlick joined with the Board of Library Trustees to discuss the future of libraries and to hear about the importance of libraries from several library users.
- The second McIver Lecture Series program featured First Parish Minister Rev. John Buehrens speaking about *Parish and Town: From Puritans to Pluralism*.



APRIL

- The library spelling team participated in the Needham Education Foundation's 2011 Spelling Bee.
- Needham Historical Society Executive Director Gloria Greis presented the final McIver Series lecture, *Needham's Baker Estate*.
- The library participated in the Mass. Board of Library Commissioners' statewide program, "Snapshot: One Day in the Life of Massachusetts Libraries."

MAY



- The Friends Gallery featured Needham High School Scholastic Art Winners.
- The library added a new database, *GREENR (Global Reference on the Environment, Energy, and Natural Resources)*.
- The library honored its volunteers at a reception in the Community Room. Each volunteer received a stainless steel water bottle with the library's logo on it.

JUNE

- The Community Room was used 616 times during the fiscal year, and 5,431 people used the Study Rooms.
- In FY11 the library lowered its loaned-to-other-libraries/borrowed-from-other-libraries gap to 2% (borrowed 2% more items than loaned).

FY2012 FORECAST

As the library moves into the second year of its Strategic Plan, the staff will continue to implement additional electronic services, while maintaining traditional library services. The

borrowed-items/loaned-items gap will be eliminated.

DONATIONS TO THE LIBRARY

During FY11 sixty-two people volunteered 1,425.75 hours of service to the library. Volunteers mended the library's books, dusted and straightened the library's shelves, and put returned materials back on the shelves. In addition, the Library Trustees and Friends of the Library worked many hours presenting programs, book sales, and other special events. The Friends of the Library donated more than \$49,000 to the library during the fiscal year. This includes both cash gifts and direct payments for items.



Friends' donations paid for subscriptions to international magazines; museum passes; library programs; reference books; computer books; books-on-CD; Playaways; DVDs; children's books; travel books; law books; business books; sports books; the *News for You—An English Language Learner's Newsletter*; the Bierley Electronic Magnifier; and young adult books, graphic novels, books-on-CD, and playaways, as well as three young adult bookcases and a magazine rack. The Needham Garden Club supplied weekly flower and plant arrangements for the library's lobby, purchased the pass to the Garden in the Woods, and maintained planters in the main entrance lobby and at the Highland Avenue entrance. The Lions' Club donated funds for the purchase of books for the library's Large Print Collection. The Quinobequin Quilters provided the library with a pass to the Quilt Museum. The Massachusetts Department of Conservation and Recreation gave the library a Massachusetts ParksPass to the State's parks. The Library Foundation of Needham provided funds for many of the library's programs, a pass to the Danforth Museum and a pass to the Concord Museum.

Other clubs, groups, organizations, companies, and individuals who made significant donations to the library in FY11 include: Project VAN (Volunteers Around Needham), Needham High School Community Classroom Program, Ameriprise Financial, The Needham Women's Club, and The Needham High School Anime Club.

Thank you to the many individuals who displayed their paintings and pictures in the Friends' Gallery and showed their handicraft work in the library's display cases. You provided everyone with a visual feast. Thank you also to the many individuals who made memorial and honoring donations to the library during FY2011. The Trustees and staff are grateful to everyone who made a donation to the library. You enrich the library's collections, as well as the lives of the people of Needham.

	FY09	FY10	FY11
Memorials and Cash Donations	\$53,165	\$63,337	\$51,980
Value of books, videos, etc. donated	\$16,714	\$9,936	\$4,254

DEPARTMENTAL STATISTICS

	FY09	FY10	FY11
<i>Adult Department:</i>			
Circulation (books, videos, DVDs, CDs, cassettes, periodicals)	325,484	341,778	315,745
Items loaned to other libraries	49,489	57,286	58,782
Items borrowed from other libraries	56,798	62,063	61,418

Total money returned to Town from fines, fees, lost books, etc.	\$56,409.49	\$61,573.55	\$47,857.35
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Reference Department:

Reference questions answered	22,243	20,246	18,805
Directional questions answered	3,350	2,952	3,861
Number of people using Genealogy Room	163	90	106
Number of people using Study Rooms	3,815	4,541	5,431
Remote Access	295,505	301,796	207,610

Children's Department:

Circulation (books, videos, DVDs, CDs, cassettes, periodicals)	234,752	238,833	232,945
Reference questions answered	18,083	15,241	13,089
Story times and other programs	321	209	271
Attendance at programs	11,262	9,573	13,456

Catalog Department:

Adult books added to collection	6,991	7,011	7,817
Adult books withdrawn	10,197	3,006	8,492
Children's books added to collection	4,688	2,367	3,606
Children's books withdrawn	1,372	934	2,541
Audio items added	1,025	1,091	1,081
Audio items withdrawn	417	717	152
Visual items added	1,885	1,456	1,767
Visual items withdrawn	679	353	463
Total Collection	156,169	163,084	165,707

MISCELLANEOUS STATISTICS

Number of registered borrowers	18,537	19,073	18,812
Total hours open	3,374.5	3,378	3,370
Attendance	349,763	362,354	364,000

NEEDHAM HOUSING AUTHORITY



It is the mission of the Needham Housing Authority's to provide decent, safe and affordable housing for low to moderate income families respecting the rights and privacy of each individual and to help improve the quality of life for the participants through related programs and resources. For over 60 years, the Authority has faithfully served the town of Needham by administering State-aided and Federal housing programs that provide affordable and low income

housing opportunities for Needham's elderly and family populations.

Oversight of the Needham Housing Authority is provided by a five member Board of Commissioners all of whom are residents of Needham.

Four of the NHA Commissioners are elected by the Town and one Commissioner is appointed by the Governor. The commissioners are subject to the following terms:

	<u>Office</u>	<u>Term expires</u>
<i>Peter Pingitore</i>	<i>Chair</i>	<i>April 2015</i>
<i>Reginald C. Foster</i>	<i>Vice Chair</i>	<i>April 2013</i>
<i>Cheryl Gosmon</i>	<i>Treasurer</i>	<i>April 2014</i>
<i>William DeBear</i>	<i>Commissioner</i>	<i>April 2016</i>
<i>Robert Stegman, Governor's Appointee</i>	<i>Commissioner</i>	<i>April 2012</i>

STAFFING

The NHA's Executive Director currently supervises six administrative staff employees and four maintenance staff employees at the Needham Housing Authority as well as two additional administrative staff and 4 maintenance personnel at the Wellesley Housing Authority

The NHA administrative staff is composed of the following:

Pamela Clark Allen	Executive Director
James Murphy	Deputy Director of Maintenance
Dawn Beaulieu	Leasing Coordinator
Sandra Amour	Office Manager
Patricia Edmond	Leasing Assistant
Penelope Kirk	Resident Services Coordinator
Carol Capone	Bookkeeper

The NHA Maintenance Department is composed of the following maintenance staffers:
John Pladsen, Dan Mann, Bryan Trundle and Al Conti.

The Authority remains committed to providing high quality maintenance and property management services in order to preserve the existing housing stock as a public resource for decades to come.

The Needham Housing Authority owns and/or manages 436 units of affordable housing distributed as follows:

Units	Program	Location	Bedroom size
152	State (Ch.667)	Linden & Chambers Street elderly/handicapped	1 BR and Studio
60	State (Ch.200)	High Rock Estates Family/Veteran	2 & 3 BR
20	Project-Based Vouchers-S8	High Rock Homes (Rentals)	2 & 3 BR

Units	Program	Location	Bedroom size
20	Mixed Finance	High Rock Townhomes Homeownership-Condo	2 & 3 BR
8	State (Ch.689)	1415 Great Plain Avenue 8 units for Special Needs	1 BR
46	Federal	Seabeds Way elderly/handicapped	1 BR
30	Federal	Captain Robert Cook Drive	2 & 3 BR
100	Federal	Section 8 Tenant Based Vouchers	Scattered in private housing

We are in the 8th year of a Management Agreement with the Wellesley Housing Authority. Under this contract, first instituted in January of 2003, Needham provides management oversight and staffing for the Wellesley Housing Authority administrative and maintenance operations. Both Boards meet semi-annually to review and discuss matters of common interest and concern.

BUDGETARY DATA

The Needham Housing Authority maintains separate budgets for each of its programs. Monthly rents are the major source of funding for the Authority. Additional operating and capital subsidies are provided through HUD for the Federal Programs and the State's Department of Housing and Community Development (DHCD) for the State programs. The Authority receives no Town of Needham money for its continued operation and is not part of the Town's budget. Under a management agreement with the Wellesley Housing Authority, the Needham Housing Authority collects a monthly management fee for the administration and oversight of their programs and properties.

The Annual Budget of the Needham Housing Authority is a public record and is available for review at the Authority's office at 28 Captain Robert Cook Drive. The latest audit was completed for FYE December 2010 and was performed by Hurley, O'Neill & Company Certified Public Accountants.



*The Needham Housing Authority
Cooks Afterschool tutoring program
for children aged 6- 16 years of age
was a resounding success in 2011.
Over 20 NHA youngsters participate
in this program featuring home work
assistance and recreational activities.*

FY2011 NHA HIGHLIGHTS

HIGH ROCK ESTATES

In 2011, in preparation for a transition to conversion to a federally funded housing program, the NHA, in conjunction with the Massachusetts Department of Housing and Community Development completed the modernization of 60 bathrooms in the High Rock Estates development. Additionally the NHA completed repairs of 18 roofs, several fences, retaining walls, and asphalt sidewalks in the High Rock Estates neighborhood.

HIGH ROCK HOMES



The demolition and reconstruction of 20 single family housing units within the High Rock Homes development was completed in 2009. In their place, 20 duplex buildings were constructed. These buildings contain a total of 40 units: 20 rental units and 20 for-sale townhouses.

Of the 20 townhomes, all have been sold to income qualified families. The rental units and the homeownership units have been intermingled and are similar in appearance, size and amenities. The homeownership units have been designated for families with incomes less than 80% of the area median income.

LINDEN-CHAMBERS STREET SENIOR HOUSING



Weekday activities in the Linden-Chambers community room conducted by Springwell. Springwell also provides, and serves, a catered meal each evening for NHA seniors.

The Linden-Chambers senior housing complex continues to provide conveniently located, affordable housing options for seniors who wish to remain living independently. Many of the Linden/Chambers Buildings received new roofs in 2011.

Care Connections, a cooperative venture with Springwell and the Needham Housing Authority provides support for the senior and disabled individuals residents who require a little assistance with their activities of daily living. Springwell provides two overnight on-site personnel for urgent care at Linden-Chambers. An additional full-time care coordinator works with residents and sets up services such as homemaking, transportation, medication reminders, meal site or at-home meal delivery as well as other available community services. The costs for these resident services are income and need based and are provided to residents on a sliding scale.

The Needham Housing Authority is pleased that this option exists for Needham residents and we remain committed to helping our senior residents live independently for as long as possible. Interested seniors or families of seniors may make application for housing by contacting the Needham Housing Authority management office at 781-444-3011.

CAPTAIN ROBERT COOK DRIVE and SEABEDS WAY

The housing authority has judiciously utilized federal capital funds in these two developments to improve kitchens, patio doors, and bathrooms. Modernization efforts at these sites will continue into 2012.

RESIDENT SERVICES

Our Resident Services Coordinator assists families and elders residing in NHA communities by connecting them to area service agencies and resources. Penny Kirk, the Resident Service Coordinator of the NHA also works closely with the Needham School Department to coordinate tutoring and supportive programs for students. In 2011, Middlesex Bank donated \$15,000; Dedham Bank awarded \$4,000; Needham Bank Awarded \$2,500; Danvers Bank donated \$2,500; and MUZI Ford donated \$3,000 to the afterschool tutoring program for children residing at the Cooks Bridge community.

An exercise and nutrition program takes place at the Chambers Community room weekly. It is funded, in part, by the Arthritis Foundation.

Information on the programs administered by the Needham Housing Authority can be obtained at www.needhamhousing.org.

COMMUNITY PARTNERSHIPS

The Authority works in cooperation with many local organizations. Service partnerships include Needham Community Council, Cradles to Crayons, and Toys for Tots; Needham High School, Babson College volunteers, Olin College volunteers, Noble and Greenough School, the Needham Park and Recreation Department, the Linux Club, and the Kalmia Club are some of the many groups with whom the Authority has established and maintained strong working relationships.

The Needham Housing Authority continues to advocate for sufficient resources with responsible housing and supportive service groups on a local, state and national level.

FY2012 FORECAST

Kitchen remodeling at the family development at Captain Robert Cook Drive will continue into 2012. The spring of 2012 will witness ongoing landscaping activities in the High Rock

community as we continue to demonstrate that well conceived, affordable housing can coexist as a part of; rather than apart from; the larger community.

FIVE YEAR PLANNING

The Board of Commissioners of the Needham Housing Authority have embarked upon a five-year planning process designed to chart a bold, new course for the future of this housing agency. Members of the Board are reaching out to other town committees and boards to solicit ideas about the direction and the challenges the NHA might next embrace. The NHA has begun planning for the next steps necessary to insure that the Needham Housing Authority remains true to its responsibilities to continue championing the cause of decent, safe, affordable housing within the Needham community.

Applicants and families may call the Needham Housing Authority to request an application for housing. The office is open from 8:30 A.M. until 4:30 P.M. from Monday through Friday. The administrative office is located at 28 Captain Robert Cook Drive in Needham. You may contact NHA staff by phone at 781-444-3011.

NEEDHAM TRANSPORTATION COMMITTEE

Richard S. Creem, Chair
Duncan W. Allen
Jane Howard
Stephen McKnight
Linda Hoard, Secretary

PURPOSE

The Needham Transportation Committee is a standing committee of the Town of Needham, established under Section 2.7.1 of the General By-Laws of the Town for the purpose of “continuing studies of the mass transportation needs of the Town, with particular emphasis upon commuter transportation” and undertaking “such special studies relative to transportation problems as the Selectmen or Town Meeting may, from time to time, direct.” The membership of the Committee consists of two members appointed by the Board of Selectmen, two members appointed by the Planning Board, and one member appointed by the Moderator. The Town’s representatives in the General Court serve *ex officio* as non-voting members. In addition to responding to requests from the Selectmen and Town Meeting, the Transportation Committee, on an ongoing basis, (i) provides an opportunity for members of the community to bring their concerns before the Committee, and (ii) works with the Selectmen and the Town Manager to address the Town’s concerns with the Massachusetts Bay Transportation Authority (MBTA).

FY2011 HIGHLIGHTS

- Addressed citizen concerns with respect to MBTA commuter rail and local bus operations pertaining to the Town of Needham as appropriate.
- Reviewed, in connection with the proposed Senior Center project at Needham Heights station, the Town of Needham’s planned land swap with the MBTA, with the Needham Heights West Street/Hillside Avenue lot to be conveyed to the Town and the Hersey “upper” lot to be conveyed to the MBTA.
- Reviewed proposed parking changes at Needham Heights and Needham Center stations, respectively, relative to the impact of these proposals on the Town’s current and future mass transportation needs, and provided advice to the Board of Selectmen and the Town Manager as appropriate.

- Monitored the MBTA's assumption of the administration of the Needham Heights, Needham Junction, and Hersey parking lots, along with the Town's conversion of the Needham Center station parking lot to municipal parking, and provided advice to the Board of Selectmen and Town Manager as appropriate.
- Monitored the MBTA's policies, procedures, finances, and capital program as presented to, and reviewed by, the MBTA Advisory Board, on which one of the members of Transportation Committee serves as the Town of Needham's voting representative.

PARK AND RECREATION COMMISSION

COMMISSION

Philip V. Robey, Chairman

Thomas M. Jacob, Vice Chairman

Cynthia J. Chaston, Member

Brian S. Nadler, Member

Michael J. Retzky, Member

PURPOSE

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

DEPARTMENT STAFF

Patricia M. Carey, Director

Karen A. Peirce, Assistant Director

Nicole DiCicco, Recreation Supervisor

Cassandra Halloran, Administrative Specialist

- Provides balanced, year-round recreation programming and leisure services for all ages.
- Serves as steward of over 300 acres of public parkland including the Town Forest; and schedules recreation and athletic facilities.
- Manages Rosemary Pool and Lake as the principal

aquatic recreation facility.

- Provides long-range open space and recreation planning.
- Coordinates and provides support services for many community organizations.
- Provides youth leadership training and volunteer resource development.

The five members of the Park and Recreation Commission are elected to three-year terms. The Commission meets on the second and fourth Mondays of each month.

FY2011 HIGHLIGHTS

The benefits of Park and Recreation services, in communities across the country, are endless, and the Needham Park and Recreation Commission is proud of the partnerships it has developed with many in the Town to enhance the lives of all Needham residents. Fiscal Year 2011 was an extremely busy year at Park and Recreation!

ECONOMIC BENEFITS

- Commission waived Summer Program and Rosemary Pool fees of almost \$30,000 for Needham individuals and families in need of assistance, to enable all to have access to recreation and leisure activities. The amount of requests for programs remained equivalent to the prior summer, but there was an increase in requests for Rosemary Pool passes;
- Commission generated almost \$300,000 in revenue that was deposited into the Town's General Fund;
- Commission conducted annual review of program fees, ensuring that all direct costs were covered by the fees paid by residents who participate in programs;
- Provided staff assistance to the Community Preservation Committee;

- Parent Talk donated financial support for the summer of 2011 Children's Theatre program;
- Needham Cultural Council, Needham Exchange Club, Dedham Institute for Savings Bank, Louise Condon Realty, Middlesex Savings Bank, North Hill, Tom Nutile Band, Needham Business Association, and many Needham residents donated funds in support of the 2011 summer Arts in the Parks concert series. The Needham 300 Trust provided funding for a concert, planned to honor Needham's Tercentennial;
- Assisted with field maintenance projects financed through Field Maintenance Fee, paid by groups using town-owned athletic fields, allowing the DPW Parks and Forestry Division to reduce the damage to fields from overuse. About \$40,000 was collected, an increase from prior years;
- Department offered programs through the use of a revolving fund fees, generating more than \$200,000 in revenue for the cost of running those programs, and fee-based services, including Field Maintenance and Athletic Field lights fees;
- Little League donated new dugouts at the Asa Small Field at DeFazio Park, as part of the field renovation project;
- Booster Club and Fastpitch donated a softball batting cage to Claxton Field.

COMMUNITY BENEFITS

- The Department reorganized its staff within its budget, creating the new position of Recreation Supervisor and eliminating the position of Department Assistant. Nicole DiCicco was promoted to become the first Recreation Supervisor, responsible for youth programs and assisting with playground projects;
- Within the reorganization of the department, some duties were shifted from the Assistant Director to add the responsibility of trails coordination. Assistant Director Karen Peirce spent the year attending various training sessions, including Eco-Explorers with staff from the School Department. A trail day was organized in the spring at Ridge Hill that presented educational information, walks, and trail clean-up. In the next fiscal year, a Trails Steward program will be offered;
- Discussions were held with Permanent Public Building Committee on rebuilding of Newman tennis courts after planned use for parking during school construction project;
- After purchasing two parcels of land adjacent to Walker-Gordon Field with Community Preservation Funds, the buildings on the property were demolished to prepare the property to become part of the park. With additional funds from Town Meeting, Walker-Gordon will be renovated in the next fiscal year;
- Developed new material for Town's website for Park and Recreation, Memorial Park and Community Preservation. The website now allows for e-mail notices for special projects, and the department regularly uses ones for Program Information, Field Status, and Fields of Dreams updates;
- With the authorization of the Board of Selectmen, the DPW removed the wooden play structure at Greene's Field, in preparation for a private fundraising effort to replace the structure;
- Department continued to work with School Department on safe playgrounds;
- Due to an appeal to the DEP of the department's permit to drain the Lake, Rosemary Pool could not be cleaned and painted in Spring 2010 as required. Due to a change in the permit status based on the Permit Extension Act, the regular process was followed with additional data collection;

- Assistant Director participated on Eat Well/Be Fit, Needham Committee, including offering a walk for children during the week of walk events called Needham Springs Into Action Week;
- Held Field Scheduling Summits, with sport league officials for ninth year, regarding annual use of athletic fields, and continued long-term project on working with leagues to revise field scheduling policies to relieve overuse of fields and to benefit participants;
- Celebrated the contributions of the DPW to Park and Recreation facilities and projects with "Touch the Trucks," an annual community event;
- The parking lot lights at the PSAB building have provided extended fishing time at the Reservoir;
- Worked with resident sponsored committee studying the concept of a community center;
- Assistant Director served as Chair of the Wellness Subcommittee for Needham's Tercentennial in 2011;
- After serving for eighteen years, Phil Robey retired from the Park and Recreation Commission. He is the longest serving Commissioner, to date. Andrea Shorthose was elected to the Park and Recreation Commission in April 2011.

ENVIRONMENTAL BENEFITS

- Director served on Town's Integrated Pest Management (IPM) Committee with the Town Manager, Parks and Forestry Superintendent, Health Director, Conservation Agent, and Supervisor of Custodians, assisting with enforcement of IPM Plan and Child Safety Act;
- With Conservation Commission, reviewed goals in Open Space and Recreation Plan and began to implement;
- Continued implementation of projects listed in completed Trails Master Plan;
- Pedestrian easement created at new development to reach the camp property on Rosemary Lake from Nehoiden Street;
- Assistant Director worked with a variety of organizations and individuals on park clean-up projects, in particular assisting several Eagle Scout (Boys Scouts) and Gold Medal Award recipients (Girl Scouts) with completion of their projects.

PERSONAL BENEFITS

- Department assisted with Needham 300 activities throughout the year, and with the planning of the final gala to be held in November 2011. Director served as judge at Dancing with the Stars event;
- Director participated and planning and schedule of visit of two government officials from Pakistan, a program sponsored by the Massachusetts Municipal Association;
- Fitness was a key component for many programs, and efforts were made to offer additional tennis classes due to a high number of requests. Tennis-related programs for younger children were increased, providing activities that help teach eye-hand coordination with a racquet;
- The Commission participated in discussions with the Board of Selectmen, Trustees of Memorial Park and School Committee regarding dogs in parks. Town Meeting approved an updated by-law for dogs;
- Bike racks, purchased through a State grant, were installed;
- Assistant Director served as the Town's representative on the Needham Commission on Disabilities;

- Held successful annual Spooky Walk in collaboration with Needham Business Association and annual Fishing Derby at the Reservoir with the support of local fishing organizations;
- Provided assistance to the annual New Years Needham events. The Recreation Supervisor now serves as the administrator for the activities;
- Director and Assistant Director served on subcommittees for the Re-Accreditation of the Senior Center;
- Assistant Director worked with YMCA and Youth Services on annual “Needham Unplugged”, including one family night without homework, meetings or events;
- Director, Assistant Director and Recreation Supervisor attended workshops and seminars, including social media, playground safety and ADA requirements, the concerns related to overweight children and obesity; the study of youth sports, integrated pest management, customer service, safe pool operations, creative programming, funding resources and training of staff. Summer supervisors participated in regional training program.

PUBLIC HEALTH DEPARTMENT

BOARD OF HEALTH MEMBERS

Peter J. Connolly, M.D.

Edward V. Cosgrove, Ph.D

Stephen Epstein, M.D.

DEPARTMENT STAFF

Janice Berns, R.N., M.S., Ed.D., Director

Donna Carmichael, R.N., Public Health Nurse

Maryanne Dinell, Traveling Meals Coordinator

Bryan Eustis, M.P.H., Public Health

Program Coordinator

Brian Flynn, R.S., Environmental Health Agent

Tara Gurge, R.S., M.S., Environmental

Health Agent

Danielle Landry, Animal Inspector

Jane Lischewski, Administrative Coordinator

Carol Read, M.Ed., CAGS, Substance

Abuse Senior Program Coordinator

Joanne Rossi, Substance Abuse Program Coordinator

Donna Vigliano, R.N., Public Health Nurse



MISSION

The Needham Health Department is empowered through the Needham Board of Health by the Massachusetts General Laws to enforce state and local public health and environmental regulations. The mission of

the Department is to prevent disease, promote health and protect the public health and social well being of the citizens of Needham, especially the most vulnerable.

FY2011 HIGHLIGHTS

- Currently the Health Department Co-Chairs the Needham Coalition for Suicide Prevention, Co-Chairs the Local Emergency Planning Committee, Co-Chairs the Domestic Violence Action Committee, Leads the Needham Youth Substance Abuse Prevention Coalition, Co-Chairs the Eat Well Be Fit Committee, Co-Chairs the Healthy Needham 2011 Committee, Coordinates the Tobacco Control Program, Chairs the Housing Taskforce and Coordinates the Medical Reserve Corps.
- The Health Department continues to look for opportunities for shared services with other towns. The Director is on the steering committee of Norfolk County – 7(NC-7;

Wellesley, Dedham, Westwood, Milton, Norwood, and Canton) and on the regional steering committee for Region-4B (27 towns bordering Boston) focused on Emergency Preparedness activities sharing exercise and deliverables to the CDC. Also, the Director is on the steering committee for the Public Health Museum and on the steering committee for CHNA #18 (includes 9 Metrowest communities).

- Needham Public Health Nurses are the “connection” for the coordination of social services within the community with the following departments: Human Services, Riverside, Springwell Elder Services, Needham Community Council, Needham Police and Fire Departments, Building Department, and the Needham Public Schools.
- Public Health Nurses are spending more hours assessing, counseling, and referring Needham residents in need of Mental Health Services. Every age group is represented in these assessments and referrals.
- On a budget of \$459,841 an additional \$467,243 was received during the year including \$389,501 in grants and donations and \$77,742 in permits and fees.
- The Department completed 24 presentations to community groups, 57 articles for the local print media and the town website, 4 cable news interviews, 28 public service announcements, 22 cable shows and 22 press releases.
- The Eat Well Be Fit Needham Committee, coordinated by the Department, is a community based health and wellness initiative, continued its tenth year. The mission of the Eat Well Be Fit Needham Committee is to provide for the Needham community, the educational, motivational, and strategic tools necessary to raise the level of awareness about the importance of health, proper nutrition and physical activity, and to create opportunities for the Needham community to act upon that heightened awareness, in pursuit of optimal health status. A week of events was held in May.
- Project InterFace, brought to Town by the Needham Coalition for Suicide Prevention, provides efficient access to mental health providers and other educational services to the Town Human Services Departments, the Needham Public Schools, and the community residents. Funding is provided by the Kyle Shapiro Foundation and BIDHN.
- Healthy Needham 2011 committee co-chaired by the Health Department and the Needham Public Schools along with many town departments and community groups developed a calendar for the Needham 300 celebration that was distributed to residents. The calendar was sponsored by Beth Israel Deaconess Hospital Needham. Monthly articles and Public Service announcements were shown throughout the year on the Needham Channel.
- 396 retail/food service inspections conducted on 144 establishments by the Environmental Health Agents. There were also 101 temporary food permits issued. Every food establishment was inspected routinely at least every six months as required by the Massachusetts Department of Public Health and more often when necessary. There were 25 food complaints investigated.
- 71 general nuisance complaints and 12 housing complaints investigated by the Environmental Health Agents.
- 63 employees who sell tobacco products in 11 tobacco vendors viewed the Health Department video on tobacco regulations and procedures to sell. Three compliance checks were completed on all tobacco vendors with no sales to a minor.
- There were 148 Title V septic system related inspections follow-ups and plan reviews.
- 59 municipal employees certified in American Heart CPR/AED’s in addition to Fire and Police personnel.
- 84 communicable diseases reported and investigated by the Public Health Nurses.

- Over 1,662 immunizations were administered in FY 11. More than 1,564 persons participated in the seasonal flu immunization clinics.
- More than 1,871 persons consulted the Public Health Nurses for wellness visits. The nurses also provided approximately 155 hours of care on site to employees, valued at approximately \$5,147.
- \$75,000 received from Newton Wellesley Hospital and Mt. Auburn Hospital for CHNA #18 health related activities (8 towns).
- The Traveling Meals Program delivered over 9,754 meals and volunteers provided over 2,134 hours of service to pack and deliver the meals.
- There were 73 pets placed under quarantine by the Animal Inspector.
- The Health Department web page continues to grow and includes application forms, links and educational information. www.needhamma.gov/health.

GRANTS AWARDED AND DONATIONS RECEIVED

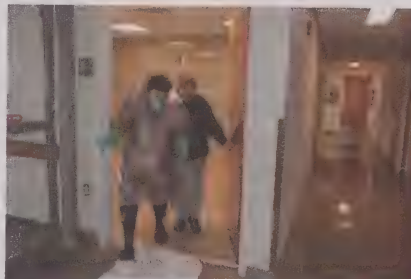
\$125,000	The Needham Coalition for Youth Substance Abuse is supported by the federal Drug Free Communities (DFC) Grant program sponsored by the White House Office of National Drug Control Policy (ONDCP) in partnership with the Substance Abuse and Mental Health Services Association (SAMHSA). This five year grant program, for \$125,000 per year, supports over 700 community coalitions across the United States in their common mission to prevent and reduce underage substance use. The Substance Abuse Prevention & Education, Senior Program Coordinator directs the DFC Grant federal grant program as a staff member of the Needham Public Health Department.
\$8,800	Tolman Trust Fund grant for Adult Substance Abuse Prevention and Education
\$1,500	Donation for the continuation of the Parent Support Group for Parents with teens using substances
\$6,500	Donations to support the Fifth Quarter events at the High School following sport games
\$8,450	CDC/MDPH Region 4B Public Health Emergency Preparedness grants (4) to fund development of Special Population and Emergency Dispensing Site plans, to purchase supplies, and develop exercises and trainings
\$5,000	National Association of City and County Health Agencies (NACCHO) development grant to fund Medical Reserve Corps trainings and to fund a part time coordinator position
\$3,286	Medical Reserve Corps from the Center for Disease Control
\$1,289	Homeland Security Grant for communication improvements within Norfolk County 7 (Grant total \$9.000)
\$110,747	Human Service grants and donations from state organizations, community organizations and churches to assist needy residents in obtaining fuel, medical care, emergency food, and other emergency assistance as needed. Many

	residents moved down to 200% of poverty and were eligible for Federal Funds during these hard economic towns
\$20,800	Springwell grant for individuals in the Traveling Meals Program who are unable to pay the cost of their meal
\$6,957	FRIENDS of the Needham Board of Health and Traveling Meals Program, Inc. The group was formed by Needham residents to assist the Health Department in raising and obtaining funds for programs not fully supported by Federal, State and Local Government programs. Funds are used to assist Traveling Meals clients to pay for meals and to assist residents for fuel expenses. Participants must meet federal eligibility requirements or have other demonstrated need. FRIENDS also support Health Department programs and initiatives
\$32,000	Volunteer Services provided over 2,134 (approximately equal to \$32,000 in salary) to pack and deliver meals to clients in the Traveling Meals Program
\$2,000	Donation from Danvers Bank for the Eat Well Be Fit Committee Wellness Week
\$1,860	Medical supplies donated to the Health Department by Beth Israel Deaconess Hospital Needham for clinical activities
\$38,000	Grant from the Massachusetts Department of Public Health for activities of the Needham Coalition for Suicide Prevention and a grant to train/certify as trainers 18 members of the NCSP and Riverside Community Care staff in QPR
\$450	Community Donations for the Needham Coalition for Suicide Prevention
\$5,500	Virginia & Ruth Bigwood Domestic Violence Trust Fund - supports activities of the Needham Domestic Violence Action Committee and the Health Department
\$1,812	Donations from the community including donations and recycling of old cell phones for activities of the Domestic Violence Action Committee

EMERGENCY PREPAREDNESS

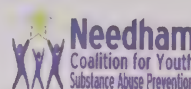
Increasing concern for emergency preparedness 24/7, emergent and re-emergent diseases, and new environmental regulations require that the Health Department sustain and increase its environmental oversight, emergency response and broad-based training programs. Emergent and re-emergent infectious diseases, such as: H1N1, Eastern Equine Encephalitis, SARS, West Nile Virus, Lyme Disease, Rabies and Tuberculosis, reaffirm the need for strong oversight by the Health Department and prompt investigation of all disease reports. These threats require greatly increased coordination between town departments and local communities. Because of the threat of bioterrorism, the department will increasingly be called upon to support police and fire departments in planning for incidents and addressing community concerns. Activities during the past year include:

- PH Radio System Base Station installed and operational for communication for a Public Health radio emergency system in Sub-Region 3 (Needham, Wellesley, Westwood, Dedham, Norwood, Milton and Canton). Quarterly Norfolk County 7 (NC7) communication drills completed
- Passed Center for Disease Control Technical Assessment Review of Emergency Response Plan and Federal Annual Medical Reserve Technical assessment
- Participate in MAVEN (Massachusetts Virtual Epidemiological Network). This online technology provides early response to communicable disease prevention and surveillance
- Medical Reserve Corp Emergency Notification Drill provided to Needham members. 194 contacted in under 4 minutes using Town Swift Reach Emergency Notification System
- Training on Safety and Emergency Guidelines and exercises for Municipal Employees coordinated with Fire and Police for all employees at the PSAB Building
- 24/7 coverage for emergencies maintained
- The Health Department continues to meet monthly with the Emergency Region 4B consortium that includes 27 towns and participated in regional and sub-regional exercises. Health Director is a member of the 4B Executive Board
- The Health Department and the Fire Department Co-chair the Local Emergency Planning Committee (LEPC) which continues to meet bi-monthly with town departments, local hospital, businesses, the media, and residents
- All staff trained as defined by Homeland Security in Incident Command and National Incident System 100, 200, 300, 400, and 700
- The Needham Medical Reserve Corp has expanded to 175 volunteers in Needham and to over 1,000 in Norfolk County-7 (NC-7; Dedham, Canton, Milton, Needham, Norwood, Wellesley, and Westwood). Five MRC Trainings were provided locally. Multiple regional trainings were provided as well with many members taking advantage of these trainings as well
- Four Emergency Dispensing Sites have been identified in Needham and registered with the Massachusetts Department of Public Health and Center for Disease Control in the event of an emergency
- Communication drills including two CDC/HHAN emergency communications drills, two 4B Peer Leader communication drill, and quarterly 4B communication drills



SUBSTANCE ABUSE PREVENTION & EDUCATION

Needham Coalition for Youth Substance Abuse Prevention, NCYSAP



Vision Needham is a cohesive community that supports all of our youth to grow and develop to be substance free and healthy in mind, body and spirit.

Mission: The Coalition incorporates a collaborative, community based and data driven prevention approach to reduce alcohol, marijuana and other drug use among Needham youth. Through community education, partnership and strategic action we will decrease the risk

factors and increase the protective factors associated with substance use to enhance the health and safety of our youth.

The cornerstone of an effective community substance abuse prevention effort is a coalition comprised of leaders and stake holders from key sectors of a community including: parents, youth, business leaders, law enforcement, school and public service officials, health care professionals, faith-based organizations, media, youth serving representatives, state and local government agencies, social service providers and other community representatives. The NCYSAP is guided by a five-person Leadership Team representing law enforcement, health care, schools and the parent community.

NCYSAP members discuss the biological, psychological, social/emotional and legal consequences of underage substance use and how prevention strategies, can positively impact Needham youth and families. Research shows that multi-sector, multi- strategy approaches to substance abuse prevention, implemented by community coalitions, reduce alcohol and other drug use significantly.

Our members are committed to implementing Environmental Prevention Strategies that impact access and availability, policy and enforcement, media advocacy and community norms and perceptions.

Our Coalition meets the first Tuesday morning of each month at the Needham Public Library from 7:15am-8:30am sharing an open and honest dialogue on the high risk behaviors and substance use and abuse issues confronting Needham youth. This year we held eleven meetings that were regularly attended by 15-20 Needham community leaders, service providers, parents and youth.

The NCYSAP Action Teams: Youth Connections, Parental Education, Community Awareness and Education: Access and Availability and Coalition Capacity Building, implement targeted prevention strategies across multiple community sectors to reduce youth substance use and shift community norms.

The NCYSAP is supported by the federal Drug Free Communities (DFC) Grant program sponsored by the White House Office of National Drug Control Policy (ONDCP) in partnership with the Substance Abuse and Mental Health Services Association (SAMHSA). This five year grant program supports over 700 community coalitions across the United States in their common mission to prevent and reduce underage substance use. Carol Read, M.Ed, CAGS, the Substance Abuse Prevention & Education Senior Program Coordinator, directs the DFC federal grant program, as a staff member of the Needham Public Health Department.

NCYSAP staff, attended CADCA's 21st Annual National Leadership Forum: "Coalitions Moving Forward: Mapping the Future", a four day conference led by more than thirty key leaders in the fields of substance abuse prevention and treatment, public health, mental health, safety and education.

CADCA sponsored an information and advocacy day on Capitol Hill Day featuring a CADCA Rally with Congresswoman Mary Bono Mack, CA and General Arthur Dean of CADCA and a Congressional Reception with Senator Charles Grassley of Iowa. To advocate

for continued support for the Drug Free Communities Act (DFCA) program NCYSAP staff met with Massachusetts congressional leaders: Senator Scott Brown, Meghan Morris, Legislative Assistant to Congressman Stephen Lynch, and Jeremy D'Alessandro, Legislative Assistant to Senator John Kerry.

The Forum featured the 7th Annual Community Prevention Day, "Future by Design: Behavioral Health in Action" sponsored by the Substance Abuse and Mental Health Services Administration (SAMHSA) in partnership with the Center for Substance Abuse Prevention (CSAP) featuring Gil Kerlikowski, Director ONDCP and Vice Admiral Regina Benjamin, U.S. Surgeon General. Focused on the promotion of Behavioral Health, the prevention day offered strategic initiative training, skill building workshops and plenary sessions.

NCYSAP staff were recognized at The Forum as graduates of the CADCA National Coalition Institute, a three week National Coalition Academy, which provides comprehensive training on SAMHSA's Strategic Prevention Framework (SPF), including integration and application methods targeted to DFC program goals. CADCA leadership team members General Arthur T. Dean, Chairman, Kareemah Abdullah, Deputy Director and Vice President of Training & Youth Programs, and Carlton Hall, Associate Deputy Director, National Coalition Institute, highlighted the vital need to enhance community prevention efforts through education and training programs based on SAMHSA's SPF.

Coalition successes during the past year include a comprehensive community Medication Take - Back program. The NCYSAP and the Needham Police Department (NPD) sponsored three Medication Take-Back events the first independently and the second two in conjunction with the inaugural National DEA Medication Take-Back Days. Since the inception of the program, residents have disposed of over 40,000 prescription medications and 15,000 over-the-counter unused, unwanted and expired medications. This safe disposal program is sustained throughout the year though a permanent disposal safe located in the Needham Police Department lobby, accessible 24 hours a day, 7 days a week. A small safe was purchased at the inception of the program yet due to the strong response from the community a larger disposal unit was purchased. Each month, approximately 50 lbs. of medications are collected in the new MedReturn unit significantly impacting unauthorized access and availability to medications, accidental poisonings and the negative environmental impact of improper disposal.

The NCYSAP Youth Connections Action Team has successfully initiated 5th Quarter events for NHS students. These post- game substance free social events feature free pizza, soft drinks, Ping Pong and music. Over 200 NHS students attended the first 5th Quarter event held after an October football game, in the NHS cafeteria. The NCYSAP is committed to supporting multiple 5th Quarter events during the next year; fundraising efforts have resulted in over \$6500 in donations from Needham businesses, fraternal organizations, parent groups, and residents.

Youth participation in the NCYSAP has increased through the dedication of students from the NHS club, Rockets Against Destructive Decisions (R.A.D.D.). Carol Read, NCYSAP Program Director, serves as the NCYSAP liaison and advisor of the group in conjunction with Will Grannan, NHS Guidance Counselor, supporting youth efforts to sponsor substance-free activities and programs. The R.A.D.D. club goal is to create a cultural shift in their peers' beliefs around the normalization of underage substance use in social settings through

the sponsorship of fun, substance-free activities. The group successfully coordinated a Wii Game Night, a Coffee House and a "Friday Fiesta" that featured local bands, with an open mic segment, these innovative events were attended by over 100 Needham youth. R.A.D.D. students developed a school-wide survey to gain insights into NHS student awareness of the R.A.D.D. Club and to identify events their peers would like to attend during the year.

SUBSTANCE EDUCATION AND PREVENTION- ADULT ~ YOUTH RESOURCES AND REFERRAL

Significant research during the last ten years has led to a deeper understanding of substance abuse, addiction and chemical dependency. Currently 16-20 million Americans are addicted to alcohol, or abuse it regularly; one in four will have an alcohol or drug problem at some point in their lives. Substance abuse is recognized as a chronic disease of epidemic proportions with physical, psychological, emotional and spiritual elements that require continuing and holistic care. Access to factual information in addition to counseling and support resources provides the foundation for individuals to take the initial step in seeking treatment for dependence and addiction.

The Needham Public Health Department is committed to moving the adult community toward seeking resources for counseling and treatment support and away from the feelings of shame traditionally attached to substance abuse which inhibit action. Through a combination of community outreach programs and confidential assessment, via phone or direct meeting, our department provides educational information, referrals for inpatient treatment, and outpatient counseling support. It is our hope that adults in need will continue to contact our office for resources for themselves and/or their children who are facing substance use issues.

This past year, the NCYSAP, in collaboration with the Needham Public Health Department, successfully implemented a psycho-educational Parent Support Group program consisting of four informational support group meetings. Facilitated by Rachel Nenner-Payton, LICSW, the groups provided support for parents navigating the challenges of teen substance use in a confidential environment in addition to providing factual information regarding: teen drug and alcohol use trends, the biological, psychological and social/emotional impact of substance use, and parenting strategies to enhance family dynamics. The families who participated in this group advocated continuing the group program after the initial four sessions and have met weekly throughout the year. Initial funding for this vital program was provided by the Metro West Community Health Care Foundation, the Tolman Trust committed to funding the second year of the Parent Support Group.

The NCYSAP Parental Education and Awareness Action Team, committed to initiating a Community Awareness & Education Campaign to enhance awareness among parents and adult residents regarding Needham youth substance use rates, the impact of substance use on adolescent development, and parental strategies to decrease youth access to alcohol and other drugs. Multiple focus groups were conducted to gather feedback on parental perceptions of youth substance use, parenting practices related to youth high risk behavior and the most effective avenues to communicate health and safety strategies to parents. The campaign launch is scheduled for the fall with a subsequent program planned for late spring 2012.

The NCYSAP offered three sessions of the five meeting Guiding Good Choices parent education program, a SAMHSA approved evidence- based program. This educational program offers Needham parents of youth ages 9-14, strategies to enhance communication

patterns, increase family bonding and effective family management, and refusal skills to support youth in navigating high risk behaviors. The Guiding Good Choices program reviews normative adolescent development and the impact of substance use on brain development. Three sessions, each consisting of five 2 hour classes, were offered this year and attended by 26 parents. One meeting of the program includes parents and children focused on learning Refusal Skills which enable youth to navigate through the challenges of high risk behaviors, 24 parents and 28 children participated last year. The Guiding Good Choices program was funded by the MetroWest Community Health Care Foundation.

In collaboration with three local DFC funded coalitions: Allston-Brighton, Arlington, and Weymouth, the NCYSAP hosted a three day Guiding Good Choices Facilitator Training, conducted by Dr. Dorothy Ghlyn-Bennett of the University of Washington and AleDor Services. Carol Read, Joanne Rossi, Karen Mullen, a NCYSAP Leadership Team member, and Rachel Nenner-Payton, LICSW were certified as Guiding Good Choices facilitators.

The NCYSAP sponsored the 2nd Annual Community Forum featuring keynote speaker Marisa Silveri, Ph.D., Assistant Professor of Psychiatry at Harvard Medical School and McLean Hospital. Dr Silveri presented Understanding the Effects of Alcohol and Drug Use on the Adolescent Brain, offered facts regarding latest research findings on the effects of substance use on the developing brain. A young adult, a Needham High School graduate, shared his experiences with substance abuse, addiction, treatment, and the hope he has found in recovery.

A community panel comprised of Dan Gutekanst, Needham Public School Superintendant, Larry Berkowicz, Riverside Community Care, Jon Mattleman, Needham Youth Services, Lt. Chris Baker, Needham Police Department, Paula McEvoy, MD, Needham Parent and Pediatrician, and Jessica Dunning and David Libbey, NHS R.A.D.D. Club officers. Panel participants shared their roles in efforts of community prevention. Substance abuse educational information, counseling and treatment support resources, and effective parent strategies were disseminated.

Building awareness of NCYSAP programs has included Meet and Greet sessions with the Substance Abuse Prevention & Education Coordinator at meetings and events with over 2000 participants, including the Needham Interfaith Clergy Association, The Needham Commissioners of Trust, the Beth Israel Deaconess Hospital, the Needham School Committee and at numerous youth and parent programs sponsored by the Needham Public Schools. We have presented educational programs to over 500 individuals through events sponsored by the NCYSAP, the Needham Public Schools, and community parent groups. We have presented educational information to members of Needham clubs, fraternal groups, Veterans' organizations and The Massachusetts Association of Councils on Aging regarding healthy lifestyle choices, substance use and suicide prevention through the QPR Program.

Utilizing print, on-line and cable television media has enabled us to share topic specific programs such as: prescription drug awareness, alcohol awareness, marijuana awareness, environmental prevention, medication disposal, and effective parenting practices with the community. Throughout the year, The Needham Channel has broadcast three parent skill building presentation programs, a social host liability presentation, a sexuality and suicide prevention program, a marijuana awareness program, and a substance abuse prevention program featuring experts in the fields of adolescent development, substance abuse and

addictions over 690 times. The Needham Channel has also broadcast six informational PSA's on substance abuse over 500 times in addition to sharing our messages on their Newscast and Community Bulletin Boards. The Needham Times, Hometown Weekly and the Needham PATCH have published six informational articles on substance use and prevention, seven press releases and nine announcements in their print and on-line editions. We communicate substance use educational information and support resources to parents electronically through multiple email lists and the Public Health Department web pages at: www.needhamma.gov/health/substanceabuse.

HIGHLIGHTS

- The NCYSAP and the Needham Police Dept. participated in the 1st and 2nd Annual DEA National Medication Take-Back Days. Since the inception of the program in 2009, over 40,000 prescription medications and 15,000 over-the-counter medications were dropped off for safe disposal.
- Ongoing medication disposal is available 24 hours a day, 7 days a week in the Needham Police Department lobby. Approximately 50 lbs. of medications are collected each month in the MedReturn disposal unit.
- The first 5th Quarter event, held in October after an NHS football game, featuring pizza, music and ping pong was attended by over 200 Needham High Students. The NCYSAP raised over \$6500 from community businesses, fraternal organizations, parent groups, and residents to support the ongoing 5th Quarter Program.
- The NCYSAP, in collaboration with the Needham Public Health Department, piloted a psycho-educational Parent Support Group program addressing the specific needs of parents of teenagers struggling substance use. This program was funded by The MetroWest Community Health Care Foundation.
- The Tolman Trust committed \$8,800 to fund the Parent Support Group program for fiscal year 2011-2012. This funding will enable us to offer 2 separate parent group programs: one short-term 3 session psycho-educational group and a second step ongoing support group.
- 26 parents and over 28 children participated in the 5 session Guiding Good Choices parent education programs offered through the NCYSAP Parental Education Action Team.
- Carol Read and Paula McEvoy, MD designed, developed and successfully presented a Power of Parenting presentation for parents of middle school students. This program offers factual information on the biological, psychological and social/emotional impact of underage substance use, parenting strategies to enhance positive adolescent behavior and resilience.
- The NCSAP hosted the 2nd Annual Community Forum featuring Dr. Marisa Silveri of Harvard Medical School and McLean Hospital. Dr. Silveri presented cutting edge research on the multi-faceted effects of adolescent substance use on the developing brain. A panel of community leaders shared the work they are engaged in among their sectors to reduce underage substance use, high risk behaviors and promote resilience. The evening also featured a presentation by a young adult who shared his experiences with substance abuse, addiction, treatment, and the hope of recovery.



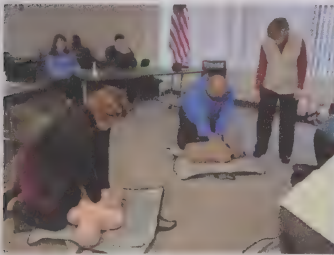
- AlcohOEDU, an on-line alcohol prevention and education program for high school students was implemented through collaboration with the NHS Health and Wellness Department and the NCYSAP. Over 500 students in grades 9 and 11 participated in this SAMHSA, NREPP recognized evidence- based program.

PUBLIC HEALTH NURSING

The Public Health Nurses continue with disease investigation and surveillance within the community, offer advocacy, consultation, counseling, outreach/case finding, health promotion, screening and immunizations. Provide residents and town employees with education and the opportunity to adopt healthier lifestyles through:

- Wellness Clinics/Blood Pressure checks, Nutritional and other health related counseling
- Education on communicable disease, personal illnesses and disease prevention

The Needham Health Department provides community outreach through speaking engagements with community groups such as the retired Men's Club, and Local Churches as well as the Needham Community Council. Outreach is provided to the local hospital through our coalitions and committee work and speaking engagements with Medical Staff during Grand Rounds. Outreach is increasing with our town employees through seasonal trainings and education such as mosquito and tick borne diseases as well as "How to Stay Healthy" education sent via email and educational boards set up in town buildings. Seven Health Matters articles were published along with four Public Service Announcements and Four Needham Cable news interviews with regards to health education and program promotion. The focus of these programs is to keep our community updated and educated on the constant changes in Public Health. The Public Health Nurses also serve on several local committees; Co chair of the Needham Domestic Violence Action Committee, and member of the Beth Israel Deaconess Infectious Disease Committee, TRIAD, Needham Coalition for Suicide Prevention and the Local Emergency Planning Committee as well as the Needham Housing Task Force.



The Public Health Nurses license and conduct health and safety evaluations for 9 summer camps and 2 tanning parlors within the community. They coordinate human service programs such as the Federal Fuel Assistance program, the Good Neighbor Programs, the Salvation Army Local Unit and coordinate assistance with other local agencies and churches. The Public Health Nurses also administer the food stamp program for the elderly and the disabled in the community.

The Needham Health Department has developed and continues to build the Needham Medical Reserve Corps (NMRC) to assist in Emergency Response. We have over 175 qualified and enthusiastic volunteers to serve as members of a response team for local and regional emergency health situations such as dispensing medication or vaccinating the Needham population. Multiple Trainings are coordinated and facilitated through the Public Health Nurses with five local trainings provided and multiple other regional trainings available to them throughout the region.

COMMUNICABLE DISEASE

The following communicable disease statistics represent those reported in the last three years, along with some of the screening programs and activities performed during the year:

	FY 09	FY 10	FY 11
Babesiosis	4	1	2
Campylobacter	3	2	6
Cryptosporidia	2	0	0
E-Coli	0	1	0
Ehrlichiosis/HGA	0	2	3
Enterovirus	1	2	0
Giardiasis	0	9	1
Haemophilus Influenza	0	2	1
Hepatitis B	1	5	5
Hepatitis C	N/A	N/A	10*
Lyme Disease	64	44	35
Meningitis(asceptic)	1	1	1
Meningitis (Bacterial)	0	0	1
Pertussis	1	0	2
Salmonellosis	6	2	5
Shigella	0	1	0
Strep A (GAS)	1	3	2
Strep Group B	1	2	2
Strep Pneumonia (Inv.)	4	3	2
Toxoplasmosis	1	2	0
Trichinosis	0	0	1
Varicella	7	8	4
Yersinia	1	0	1
TOTAL	114	96	84

*Newly released state data – chronic cases

SCREENING PROGRAMS

	FY 09	FY 10	FY 11
Employee Office Visits/Off Site Clinics	155	164	185
Employee Wellness	1603	1811	856
Employee Education/Training (351 employees)	N/A	N/A	8
Mantoux Testing	188	90	51
Police Weight Screening	63	42	42
Skin Cancer Screening	40	48	49
Wellness Office Visits	647	617	546
Wellness Clinics - Visits	295	277	212

IMMUNIZATIONS

	FY 09	FY 10	FY 11
Influenza Doses Administered	1960	1960	1564
H1N1 Doses Administered		5900	NA
Other Immunizations Administered	56	102	98

LICENSED FACILITIES

	FY 09	FY 10	FY 11
Day Camps	7	8	9
Inspections	10	16	24
Tanning Parlors	2	2	2
Inspections	6	6	6

HUMAN SERVICE

SENIOR SAFTE

The Public Health Nurses coordinate the Senior Safety And Food Training and Education Program (Senior SAFTE) with the Traveling Meals program coordinator. In the past eleven years of the program, over 610 home visits were conducted to review nutrition, medication management and safety issues with this high-risk population. Senior SAFTE's goal is to keep Needham's elders living safely in their homes.

FEDERAL FUEL ASSISTANCE PROGRAMS

The Salvation Army Program, "Gift of Warmth" and "FRIENDS" Programs assist those Needham residents who meet specific financial criteria, with payment towards heating and electric bills. Federal Food Stamps for Senior Citizens and disabled individuals only, are available to qualified Needham Residents.

ASSISTANCE AND HUMAN SERVICE PROGRAMS

	FY 09	FY 10	FY 11
Coordinate Local Assistance (families)*	149	123	165
Federal Energy Assistance (families)	118	127	133
Salvation Army (families)	14	14	20

*Funds/services contributed by local human service agencies and houses of worship

ANIMAL INSPECTIONS

Animals Quarantined for Exposure to Potentially Rabid Animals

	FY 09	FY 10	FY 11
Cats (45-day quarantine)	24	18	25
Cats (6-month quarantine)	9	20	4
Dogs (45-day quarantine)	4	10	8
Dogs (6 month quarantine)	0	1	0
Cat/Human	2	5	3
Dog/Human	18	19	18
Dog/Dog	2	7	1
Bat/ Human	10	5	7
Raccoon/Human Exposure	0	13	1

ENVIRONMENTAL HEALTH

Environmental health activities are determined by public demand, legal mandate, complaints, licensure, permit requirements, inquiries, and regulatory enforcement of Board of Health, State Sanitary Code, Department of Environmental Protection, and Right-to-Know. Implementation and enforcement of State and Federal regulation requirements and applicable local laws and administrative rules and regulations is the number one priority to assure compliance with environmental quality and public health protection objectives.

The Environmental Health Agents protect the public's health by monitoring and regulating a variety of establishments throughout town. They license and conduct inspections of all retail/food service establishments (including mobile food vendors), tobacco vendors, public/semi-public pools and special purpose pools, a bottling company, and establishments that use sharps within the community. They also issue temporary food event permits and conduct inspections at all outdoor food events (annual fairs, etc.)

The agents also actively review proposed plans and conduct inspections of new/upgraded Title V septic system installations or repairs. They also inspect Chapter II sanitary housing units, subdivisions (for off-street drainage bond release requests), and follow-up on a variety

of complaints (food/nuisance/housing). They review new or renovated food establishment design plans, additions or renovations to homes on septic system plans, new pool design plans for semi-public pools, demolition applications, septic hauler/installer permit applications, and well permit applications (irrigation and monitoring). They also review domestic animal permit applications and conduct inspections/quarantine animals as needed. Quarterly tobacco compliance checks and 6-month inspections are conducted along with responding to work place smoking complaints.

The Environmental Health Agents actively work with other Town Departments in providing environmental risk assessment and control. In addition, to ensure environmental quality, the agents respond to environmental emergencies. Another primary focus is to improve community awareness of public health issues and to help reduce the incidence of seasonal public health concerns by providing health education and information to Needham residents. This is accomplished through newspaper articles, cable slots, on-site trainings, and by providing in-house brochures and State/Federal website links which contain up to date public health information. They continue to actively serve on committees in town. And they continue to be involved in a variety of seminars and on-going training sessions to remain apprised of today's public health issues.



INSPECTIONS AND REVIEWS

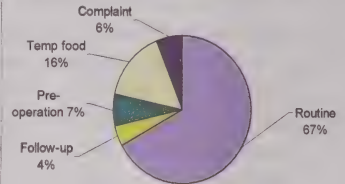
Following is a listing of environmental health permits and field inspections performed by the Environmental Health Agents.

	FY 09	FY 10	FY 11
Carbonated Beverages:	1	1	1
Food service: inspections/plan reviews/complaints:	689	707	611
New Trans Fat regulation follow-ups:		376	212
Chap. II housing inspections/follow-ups:	11	22	31
General nuisance complaint follow-ups:	89	89	71
Title V system inspections, plan reviews, and home additions:	156	137	148
Title V systems installations:	6	4	6
Subdivision field inspections/plan reviews:	33	35	21
Swimming pool inspections:	10	19	15
Suspect food borne illness reports submitted to state:	1	0	0
Demolition reviews:	86	86	94
Tobacco compliance: checks and inspections:	130	116	74
Hotel inspections		1	1

Licenses and Permits

	FY 09	FY 10	FY 11
Animal Permits:	6	6	6
Bottling Plant Licenses:	1	1	1
Food Establishment Licenses:	140	144	146
One-Day & Temporary Event Permits:	76	102	101
Mobile Food Licenses:	4	5	6
Septic Hauler Permits:	13	14	15
Subsurface Sewage Installer Permits:	18	15	15
Tobacco Sales Permits:	14	11	11
Caterers:	2	3	3
Disposal of sharps permits:	8	7	7
Funeral Directors' Licenses:	3	3	3
Burial Permits	431	471	390

**Public Health Department - FY 11
Food Service Inspections (Total = 407)**



THE TRAVELING MEALS PROGRAM

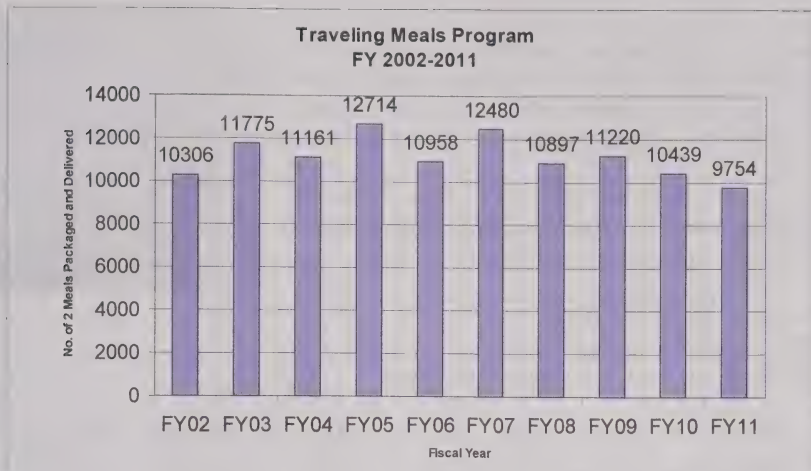
The Needham Health Department's Traveling Meals Program is in its 40th year. This fee-for-service Program offers a nutritious, well-balanced lunch and dinner (delivered once a day) to eligible residents.

This Program is available to any Needham resident that is homebound and meets the following criteria:

- Resident with physical or cognitive limitations that restricts their ability to prepare or provide for their daily food
- Living alone in their home with lack of support of family or homemaker services
- Unable to drive
- Needs the assistance of the Program for a minimum of 2 weeks



This year, July 1, 2010 through June 30, 2011, our dedicated and committed volunteers packed and delivered 9,754 meals (2 Meal Packages).



Beth Israel Deaconess Hospital Needham prepared these meals and their generous commitment to the Traveling Meals Program made it possible for this Program to continue to provide a 2-meal a day plan; a cold meal (milk, sandwich on wheat bread, juice, fruit and dessert) and a hot meal with roll and butter.

Donations from the “FRIENDS” of the Needham Board of Health and Traveling Meals Program along with a grant from Springwell, the Elder Services Program based in Watertown, supplemented the cost of some meals for 21 of our Needham residents needing assistance.

MENTAL HEALTH AND SUBSTANCE ABUSE

Riverside Community Care
THE HELP YOU NEED CLOSE TO HOME

The Town of Needham supports children, families and adults by providing funding to Riverside Community Care. Through this funding, Riverside provides a continuum of mental health and related services as a payer of last resort. Many of Riverside’s programs and services are located and delivered within the Town of Needham.

The Annual Report for FY’11 on overall number of Needham residents served across Riverside Community Care’s programs during the past fiscal year (July 2010 – June 2011) include:

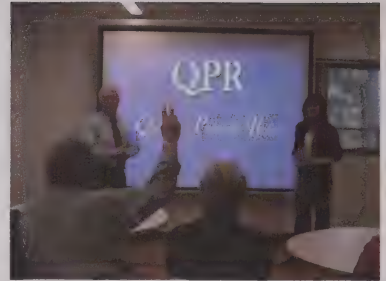
Outpatient Services-----95 individuals
 Early Intervention-----154 individuals
 Emergency Services-----81 individuals (157 psychiatric emergency interventions)
 Youth Programs (home-based)-----50 individuals (20 families)
 Psychiatric Adult Day Programs-----16 individuals
 Youth Psychiatric Day Programs-----5 individuals
 Adult Crisis Stabilization (overnight)-----1 individual

This represents 402 Needham residents.

Please note this does not include all youth services onsite at the Needham High Schools nor does it reflect the activities of the Trauma Center and participation in the Town-wide Suicide Coalition.

As the amount of services received for those individuals noted above varies by program, it is difficult to add up service hours; total services received do include:

2,590 clinical hours of service
242 days of psychiatric day services
157 psychiatric crisis/emergency interventions



2011 COGNITIVE AND OTHER DEVELOPMENTAL DISABILITIES

The Charles River Center provided the following services for people with cognitive and other developmental disabilities and their families in the Town of Needham and many surrounding towns during 2010 and 2011.

- Residential Services – Group Homes; Supported Apartments to over 115 individuals
- Vocational Training, Job Placement and Support to 160 individuals
- Therapeutic Day Services & Senior Citizen Day Supports including nursing coordination, occupational, physical, music and speech therapies, social and recreational services to 103 individuals
- After school, weekend and school vacation services to over 50 school age children
- Applied Behavioral Analysis to individuals on the Autism Spectrum, and consultation to their families and school system personnel

The Arc of Charles River, a service of The Charles River Center, provides information and referral services, legislative advocacy and educational seminars on topics designed to help member families of individuals with intellectual and related developmental disabilities. Our Arc also supports our State and National Arc's in a broad array of efforts on behalf of the people we support. For a complete Annual Report contact: The Charles River Center, Development Office, 59 East Militia Heights Road, Needham, MA 02492.

EAT WELL/BE FIT NEEDHAM COMMITTEE

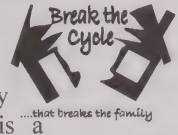
A community based health and wellness initiative designed to increase awareness of, and to implement programs that address the healthy balance of nutrition and fitness, in keeping with the initiatives goals. The mission of Eat Well Be Fit Needham Committee is to provide for the Needham community, the educational, motivational, and strategic tools necessary to raise the level of awareness about the importance of health, proper nutrition and physical activity, and to create opportunities for the Needham community to act upon that heightened awareness, in pursuit of optimal health status.



This town-wide committee, which started in 2003, is composed of concerned professionals consisting of the Needham Health Department, Needham Public Schools, Beth Israel Deaconess Hospital Needham, Nutritionists, Physicians, Needham Park and Recreation Commission, the Massachusetts Department of Public Health and local residents and businesses. Please see the website <http://www.needhamma.gov/health> for articles, recipes and additional information on the committee's efforts.

DOMESTIC VIOLENCE ACTION COMMITTEE

The Needham Domestic Violence Action Committee (DVAC) was founded in 1994 by the Needham Health Department and is Co-Chaired by the Public Health Department and the Police Department. DVAC is a community based interagency and interdisciplinary team formed to raise awareness of domestic violence. The mission of this committee is to educate the community, schools and workplace and provide them with outreach programs, resources and referral services. The Police Department and the Health Department Co-Chair the committee.



Activities have included:

- Sponsored training for NHS teachers on bullying by Elizabeth Englander.
- “Doin the Right Thing” (through Deanna’s Educational Theater) to Pollard 7th grade 400 students.
- Sponsored Yellow Dress (through Deanna’s Educational Theater) for NPS students and parents
- Self-defense classes for women – Rape Aggression Defense (R.A.D.)
- Annual “Take Back the Night”- an international rally and march that is organized with the purpose of unifying women, men, and children in an awareness of violence against women, children and families.
- Take Back The Night – car wash, presentations to service groups in Needham, Grant writing
- Dissemination of educational information and displays at Fourth of July, Flea Market and Town Day Fairs.
- \$500 Scholarship to graduating Needham High School Senior
- Safety Whistles designed, purchased and distributed at displays at the Sidewalk Sales Day and Harvest Fair
- Flyer developed and sent to all municipal employees for Domestic Violence Awareness Month
- Holiday Gift Card Donation for shelter residents – REACH Beyond Domestic Violence - \$500
- Mother’s Day fundraising for committee activities and furnishing of one shelter bedroom at REACH. Collaborating with Needham Housing as well as Needham High School Student for developing a Mother’s Day Mailing card.
- Cell Phone Recycling Program with Shelter Alliance.

NEEDHAM COALITION FOR SUICIDE PREVENTION

The Needham Coalition for Suicide Prevention was organized in May of 2006 as a community response to the recent death by suicide of four young people and is co-chaired by the Public Health Department and NHS Guidance Department. It is a broad based coalition of 35 members reaching out to our town’s diverse constituencies across the age continuum.





We believe that suicide is preventable if we work together. Please see the following websites for a detailed report on the committee's efforts at <http://www.needhamma.gov/health/ncsp> and for information on suicide for all ages please see the following link <http://www.needhamacts.org>

OTHER

METROPOLITAN AREA PLANNING COUNCIL: THE THREE RIVERS INTERLOCAL COUNCIL (TRIC)

*Canton, Dedham, Dover, Foxborough, Medfield, Milton, Needham,
Norwood, Randolph, Sharon, Stoughton, Walpole and Westwood*

The Three Rivers Interlocal Council (TRIC) is composed of thirteen communities southwest of Boston. The name comes from the Canoe, Charles, and Neponset Rivers. The monthly meetings are informal, informative, and facilitated. In 2011, Taber Keally, Milton, and Steve Olanoff, Westwood, stepped down as Chair and Vice Chair, respectively, after several years of stewardship. At the Three Rivers Annual Meeting held in September, Stephanie Mercandetti, Walpole and Karen O'Connell, Dedham, were elected as the new Chair and Vice Chair, respectively. Three Rivers meets monthly at the offices of our long time partner, the Neponset Valley Chamber of Commerce.

Timely completion of the Canton Interchanges Project remains a critical concern for Three Rivers communities; the stated timeline for completion of this project is inadequate and unacceptable.

The third annual Three Rivers Legislative Breakfast was held in April of 2011, at the Norwood Police & Fire Public Safety Building. The Legislative Breakfast brings together municipal staff, members of Planning Boards, Conservation Commissions, Boards of Selectmen, Open Space and Recreation Committees, and other citizens serving in elected or appointed positions for informal contact with their Representatives and Senators serving in the Massachusetts State House.

In July of 2011, the Boston Region Metropolitan Planning Organization (MPO) increased its size from 14 to 22 members. Under the new structure there is one elected municipal seat for each of the Metropolitan Area Planning Council's (MAPC's) subregions. Elections were held in October at the MAPC Fall Council Meeting. The Town of Norwood received votes from across the region from to become a sitting member of the MPO, from the Three Rivers subregion, with a mandate to represent the best interests of the region. Michael J. Lyons, Norwood Board of Selectman, represents Norwood on the MPO, and Thomas O'Rourke, the appointed Norwood Local Council Representative to MAPC, is his designee.

The National Civic League recognizes ten communities within the United States each year for outstanding civic accomplishments. To win, each community must demonstrate innovation, inclusiveness, civic engagement, and cross sector collaboration to address pressing local challenges. Dedham was honored by being named a finalist for this prestigious award.

In 2011, MAPC provided direct technical assistance to Three Rivers communities through the District Local Technical Assistance program, Local Energy Action Program, Regional Energy Service Company procurement, Government Affairs Division, Municipal

Governance Department, Clean Energy Division, Land Use Division, Data Services Department, Public Health Region 4A Coalition, Sustainable Communities Consortium, and Transportation Division.

COUNTY OF NORFOLK

COUNTY COMMISSIONERS: Francis W. O'Brien, Chairman, John M. Gillis, Peter H. Collins

To the Citizens of Norfolk County:

Incorporated in 1793, the County of Norfolk includes twenty-eight cities and towns, mostly located to the South and West of Boston.

Norfolk County is known as the County of Presidents because it is the birthplace of four Presidents of the United States: John Adams, John Quincy Adams, John F. Kennedy and George Herbert Walker Bush.

County government is responsible for regional services, among which are the Registry of Deeds, County Agricultural High School, County Engineering, Wollaston Recreational Facility, and Trial Court facilities maintenance.

County revenues are directly impacted by the real estate and credit markets. The County has continued to face the challenges of the ongoing national recession. The County has minimized operating expenditures while seeking to maintain and improve services.

Capital improvements have continued at County facilities, including relocation of the Norfolk County Law Library and Superior Court Probation Department to the Norfolk Registry building in Dedham. In cooperation with the Massachusetts School Building Authority, Norfolk County Agricultural High School is moving forward with a major capital facilities project at its Walpole campus, with construction scheduled to begin in FY2012.

As in past years, we wish to take this opportunity to thank the County's department heads and employees, as well as elected officials, both state and local, for all their efforts on behalf of Norfolk County and its communities.

As County Commissioners, we are privileged to serve you. Administrative Offices – P.O. Box 310 – 614 High Street – Dedham MA 02027-0310 Telephone: (781) 461-6105 Facsimile: (781) 326-6480 E-mail: info@norfolkcounty.org

NORFOLK COUNTY REGISTRY OF DEEDS

*William P. O'Donnell, Register
649 High Street, Dedham, Massachusetts
www.norfolkdeeds.org*

The Registry of Deeds is the principal office for real property records in Norfolk County. The Registry receives and records hundreds of thousands of documents each year, and is a basic resource for title examiners, mortgage lenders, municipalities, homeowners, and others with a need for land record information.

The Registry of Deeds has been a vital component of Norfolk County since 1793, the year Governor John Hancock signed legislation creating Norfolk County, also known as the County of Presidents – the birthplaces of John Adams, John Quincy Adams, John F. Kennedy and George H.W. Bush.

The Registry operates under the supervision of the elected Register, William P. O'Donnell. In over two hundred years of continuous operation the Registry's objectives have remained the same: accuracy, reliability and accessibility for the residents and communities of Norfolk County.

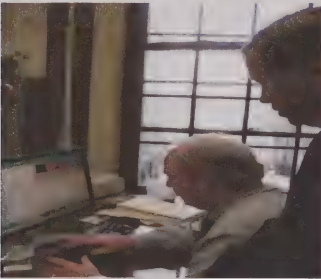
Improved technology, security and management of records and increased levels of customer service remain areas of major focus for the Registry of Deeds. Initiatives for 2010 include:

- The Community Outreach Program continued to bring the Registry to many of the County's Town Halls and Senior Centers during 2011. Register O'Donnell and staff were in Needham to a number of events. Register O'Donnell was the guest speaker at the March 22, 2011 Needham Retired Men's Club. On April 21, 2011 the Register and staff were at the Senior Resource Fair and on March 4, 2011, The Needham Channel and Mr. William Duggan, host of the Senior Moments Show toured and video taped the Registry of Deeds building. The video takes a unique look at the Registry of Deeds and its operation.
- The Registry's Informational Seminar's offer both the real estate professional and the general public the opportunity to learn how to research the Registry's land records.
- On January 20, 2010 the Registry processed its first electronic recording. Documents can now be sent electronically to the Registry to be recorded.
- The internet accessible indexing system has been expanded back to include references from as early as 1900. Remote access over the internet for complete printing of Registry documents is steadily expanding among a growing number of account holders. Documents and Plans dating back to Norfolk County's founding in 1793 are viewable through the Registry's website at www.norfolkdeeds.org.
- The full service telephone and walk-in Customer Service & Copy Center provided thousands of Norfolk County residents with quality assistance in all areas of the Registry operations. The Customer Service & Copy Center can be reached at 781-461-6101.
- The Registry's internet website www.norfolkdeeds.org is regularly updated and enhanced to include recent news, foreclosure and first time buyer information, trends, press information, and answers to frequently asked questions.
- Our Community Programs, Suits for Success, and the Annual Holiday Food and Toys for Tots Drives have been successful through the generosity of the Registry employee's and residents of Norfolk County.

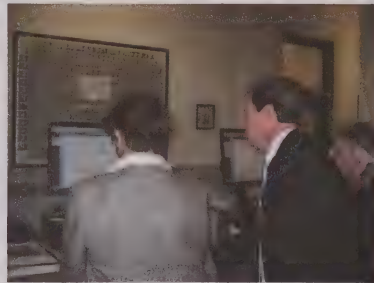
Overall real estate activity in 2010 for Needham showed a healthy increase from 2009. In total 9,659 documents were recorded at the Registry of Deeds related to Needham real estate, a 1% climb from the previous year. Actual land transfers increased by 8% in 2010 with a total of 741 deeds, both for consideration and for nominal consideration, being recorded. There were 2,884 new Needham mortgages recorded, 2% more than 2009. This increase was driven in part due to historically low interest rates and contributed to December being the busiest recording month for Needham residents. Needham real estate prices rebounded considerably from 2009 with the average price of a Needham real estate sale (greater than \$1,000 - residential and commercial properties combined) climbing to \$1.24 million, a solid

75% increase from 2009. This increase may be attributed to commercial rather than residential sales. Needham homeowners also took advantage of the Massachusetts Homestead law by recording 497 Declarations.

The Norfolk County Registry of Deeds, located at 649 High Street, Dedham, is the principal office for real property in Norfolk County. The Registry is the basic resource for homeowners, title examiners, mortgage lenders, municipalities and others with a need for secure, accurate, accessible land record information. The Registry land records date back to the founding of Norfolk County in 1793 and are available for online viewing. The Registry's online index is available from 1900 forward and continues to expand to include earlier records. Complementing the Registry's efforts to expand and increase the accessibility of land records the Registry now accepts electronically transmitted documents. "E-filing" allows a real estate professional from not only Norfolk County but from across the country to send and record documents within minutes at the Norfolk County Registry of Deeds. To learn more about this technology and/or the other services offered by the Norfolk County Registry of Deeds please contact our Customer Service Department at 781-461-6101, or on the internet at www.norfolkdeeds.org.



Register O'Donnell and First Assistant Register Kennedy watches the first electronic recording on January 20, 2010.



Register O'Donnell assists a participant at an Informational seminar.

THE NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

John J. Smith, Director

The operational program of the District utilizes all proven technologies into an Integrated Pest Management (IPM) system of mosquito control and vector management that is rational, environmentally sensitive and cost effective.



Surveillance: Field surveys, inspections, and monitoring in support of each part of the program are highlighted below. District personnel spend significant hours conducting surveillance which supports each component of the Districts program. The District continues to collaborate with the Massachusetts Department of Public Health (MDPH), State Laboratory Institute for the purpose of detecting viruses in collected mosquitoes as an early warning system for the residents of the county. Considerable manpower is allocated to all these efforts, which is not directly reflected in this report.

All mosquito eggs need water to hatch and to sustain larval growth.

Water Management Activities: An important component of our IPM approach is the management of shallow, standing, stagnant water, and the maintenance of existing flow systems which if neglected can contribute to mosquito breeding. Site visits, pre and post monitoring, photographic documentation, survey measurements, flagging, accessing assessors information, maintenance of paperwork and electronic forms, communication with and/or meeting on site with residents, town/state/federal officials and maintaining regulatory compliance are all important aspects of this program. In addition to normal drainage system maintenance, District personnel advise residents on removal of water holding artificial containers on their property for the purpose of eliminating potential West Nile Virus mosquito breeding habitat. Increasing problems with beaver activity is becoming a new area of concern.

Drainage ditches checked/cleaned	8,200 feet
Intensive Hand Cleaning*	400 feet

* Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand

Larval Control: Treatment of mosquito larvae during aquatic development is the next most effective control effort. These applications were conducted after devoting many man hours to collecting larval data which is used for targeting purposes as well as for determining efficacy of these applications.

Aerial larvicide applications with Bti	232 acres
Larval control - briquette & granular applications by hand	2.9 acres
Rain Basin treatments – briquettes by hand (West Nile virus control)	1,658 basins
Abandoned/unopened pool or other manmade structures treated	19 briquets

Adult Control: The suppression of flying adult mosquitoes becomes necessary when they are numerous, annoying, and/or threaten public health. These applications are conducted based on residential complaints as well as by analyzing adult mosquito population data collected from light traps. These collections also identify priorities for adulticide applications in response to risk from mosquitoes infected with West Nile Virus (WNV) and/or Eastern Equine Encephalitis (EEE).

Adult aerosol applications from trucks	2,621 acres
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TOWN OFFICIALS 2011

ELECTED

Assessors

Damon Borrelli
Thomas P. Colarusso
Kevin J. Foley

Board of Health

Peter Stephen Connolly, M.D.
Edward V. Cosgrove, Ph.D.
Stephen K. Epstein

Commissioners of Trust Funds

Patricia Falcao (through 4/11/11)
Louise Miller (elected 4/12/11)
Joseph P. Scalia
Heydon David Traub

Constables

Paul F. Hunt
Charles G. Wright

Housing Authority

William DeBear
Reginald Foster
Cheryl Gosmon
Peter J. Pingatore
Robert Stegman (State Appointee)

Moderator

Michael K. Fee

Park and Recreation Commission

Cynthia J. Chaston
Thomas M. Jacob
Brian Nadler
Michael J. Retzky
Philip V. Robey
Andrea Shorthose (elected 4/12/11)

Planning Board

Bruce T. Eisenhut
Martin Jacobs
Jeanne S. McKnight
Ronald W. Ruth
Sam Bass Warner

School Committee

Joseph P. Barnes
Connie Barr
Heidi C. Black
Marianne B. Cooley
Michael Greis
Kim Marie Nichols (elected 4/12/11)
John O'Leary (through 4/11/11)
William J. Paulson

Selectmen

John A. Bulian
Denise C. Garlick (through 4/11/11)
Maurice P. Handel
James G. Healy (elected 4/12/11)
Daniel P. Matthews
Gerald A. Wasserman

Town Clerk

Theodora K. Eaton

Trustees of Memorial Park

Dave DiCicco
John Gallello
Charles J. Mangine
Joseph J. McSweeney
Ron Sockol

Trustees of Public Library

Lois C. Bacon
Rose Doherty
Richard Hardy (elected 4/12/11)
Thomas M. Harkins
Margaret Pantridge
Sally B. Powers (through 4/11/11)
Gregory John Shesko
Lois Sockol

APPOINTED BY THE BOARD OF SELECTMEN

Town Manager

Kate Fitzpatrick

Town Counsel

David S. Tobin

Ad Hoc Insurance Advisory Committee

Richard Davis
David Davison (ex officio)
Niels H. Fischer
Albert H. Shapiro
Paul Winnick

Board of Appeals

Gregory J. Condon
Peter Friedenberg
Howard S. Goldman
Jon D. Schneider
Jonathan D. Tamkin

Cable Television / Advisory Committee

John Fountain
Michael Greis
Tom Loughran
Michael J. Riley
Jonathan D. Tamkin

Commission on Disabilities

Susan Crowell
Leon Foster (appointed 3/22/11)
Debbi Heller
Bruce A. Howell
Jeanie Martin
Karen Peirce
Elaine Saunders
Patrice Snellings (associate member)
Andy Wise
Colin (Dale) T. Wise

Conservation Commission

Paul Alpert
Janet Bernardo
Marsha Salett
Carl Shapiro
Sharon Soltzberg
Dawn Stolfi Stalenhoeef
Lisa Standley

Cultural Council

Abby Cheng
Sally Dempsey
Claire Dee Ecsedy
Sheryl Edsall
Lisha Goldberg
Kathleen Leahy
Cynthia Lingley
Claire Messing

Ann Munstedt
Suzanne Saevitz
Hallie Sammartino

Council of Economic Advisors

Damon Borrelli (appointed 2/8/11)
Matt Borrelli (appointed 2/22/11)
Mike Boujoulian (appointed 2/8/11)
Glen Cammarano
William Day (appointed 3/22/11)
Elizabeth Grimes (appointed 2/8/11)
Maurice P. Handel
Bob Hentschel
Bruce Herman (appointed 2/8/11)
Tom Jacob (appointed 2/22/11)
Martin Jacobs (appointed 3/8/11)
Timothy Kickham
Janet O'Connor (appointed 2/8/11)
Peter Russell (appointed 3/8/11)
Matt Talcott

Golf Course Advisory Committee

Roy Cramer
Daniel Dain (appointed 11/23/10)
Jane Howard
Michael Mahoney
Erik Pedersen
Jon Schneider
Richard M. Reilly

Historical Commission

Robert Boder (appointed 11/23/10)
Carol J. Boulris
Gloria P. Greis
Richard C. Hardy
Joel H. Lebow
Miles Shore, M.D. (appointed 11/23/10)
Sandra Tobin

Human Rights Committee

Michael Centola (appointed 11/23/10)
Paul F. Dellaripa
Marjorie Lynne Freundlich
Cynthia Ganung
Liora Harari
Amelia Klein (appointed 3/22/11)
Charles Sahagian (appointed 11/23/10)
John Schlittler
Mike Vaughn
Sandra Walters

Local Emergency Planning Committee

Don Anastasi
Janice Berns
Paul Buckley
Bill Arsenault
Seymour Bigman
Kevin Burke
Tom Campbell
Donna Carmichael
Christopher Coleman
Walter Collins
Al Delulio
Kate Fitzpatrick
Wolfgang Floitgraf
John D. Fountain
Alan Glou
Natasha Glushko
Sheila Hamwey
John Kraemer
Chip Laffey
Ken LeClair
David Levine
Kathy Lewis
Robert Lewis
Roger MacDonald
Heather MacKay
Joe Mackinnon
Marc Mandel
Ann Martello
Richard Merson
John O'Brien
Susan Pacheco
Mike Schwinden
Mimi Stamer
Kevin G. Trottier
Annemarie Walsh

**Needham Community Television
Development Corporation (NCTDC)**

Robert Boder
John Fountain
Arnold M. Goldstein
Michael Greis
Tom Loughran
Michael Riley
Robert Stegman
Jonathan Tamkin

**Needham Community Revitalization
Fund Committee**

Carol de Lemos
Paul Good
Timothy Kickham
MaryRuth Perras

Property Tax Assistance Committee

Jill C. Kahn-Boesel
Elizabeth Handler
Peter Hess
Thomas Mulhern

Registrars of Voters

John W. Day
Barbara B. Doyle
Theodora K. Eaton (ex officio)
Mary J. McCarthy

Solid Waste & Recycling Advisory Committee

William Connors
Albert Cooley
Jeffrey Heller
Pralay Som
Irwin Silverstein

Taxation Aid Committee

Elizabeth Handler
Patricia Harris
Thomas J. Mulhern
Helen Newton
Evelyn Poness (ex officio)

Technology Advisory Board

David Davison (ex officio)
Wade Davis
Deb Gammermon (ex officio)
Ann Gulati (ex officio)
Steven B. Handler
Thomas Keating
Joanne Kossuth (non-voting Tech Advisor)
Roger MacDonald (ex officio)
Michael Mathias
Carl Rubin

Traffic Management Advisory Committee

Anthony DelGaizo
John Kraemer
Jeffrey MacMann (appointed 11/23/10)
Richard Merson
Donna Mullin (appointed 11/23/10)
Glen Schneider
Sarah Smith
Thomas Stokes
Rebecca Turner (resigned 12/13/10)

Water and Sewer Rate

Structure Committee

John P. Cosgrove, Jr.
Tom Loughran
Nick Renzulli
John Tallarico

APPOINTED BY THE MODERATOR

Finance Committee

Matthew Borrelli
John Connelly
Richard S. Creem
Richard Lunetta
Gary McNeill
Richard Reilly
Steven M. Rosenstock
Lisa Zappala
Richard Zimbone

Personnel Board

John Dennis
Patricia A. Forde
Joseph Herlihy
Vivian Hsu
Richard Lunetta

OTHER APPOINTED BOARDS

(Appointing Authority)

Community Preservation Committee

Janet Bernardo (*Conservation Commission*)
Carol Boulris (*Historical Commission*)
Lita Young (*Board of Selectmen*)
Bruce T. Eisenhut (*Planning Board*)
Reginald Foster (*Housing Authority*)
Mark Gluesing (*Moderator*)
Jane Howard (*Board of Selectmen*)
Mike Retzky (*Park & Recreation*)

Council on Aging

Scott Brightman
Carol de Lemos
Daniel Goldberg
Risa Greendlinger
Susanne Hughes
Eilene Kleiman (appointed 11/23/10)
Andrea Rae
Lianne Relich (appointed 1/25/11)
Colleen Schaller
Mary Elizabeth Weadock

Contributory Retirement Board

Kate Fitzpatrick
John P. Krawiecki, by vote of employees
and retirees
Robert Mearls, by members
of the Retirement Board
Evelyn M. Poness
Thomas A. Welch, II, by vote of employees
and retirees

Design Review Board

Eugene R. Bolinger (*Planning Board*)
Mark Gluesing (*Board of Selectmen*)
Richard M. Reilly, Jr. (alternate)
(*Board of Selectmen*)
Deborah Robinson (*Planning Board*)
Stephen Tanner (*Planning Board*)
Nancy Wright (*Board of Selectmen*)

Future School Needs Committee

Heidi Black (*Parent Teacher Council*)
David P. Coelho (*Board of Selectmen*)
Marianne Cooley (*School Committee*)
Ann DerMarderosian (*Finance Committee*)
James Lamenzo (*Moderator*)
Marjorie Margolis (*Moderator*)
Mary Riddell (*League of Women Voters*)
Roger Toran (*Planning Board*)

Permanent Public Building Committee

(*Mixed appointing authority for all*)

Joseph Carroll
Stuart Chandler
John J. Keene, Jr.
George Kent
Steven Popper, Dir. Constr. & Renovation
Mark H. Presson
Paul Salamone
Irwin Silverstein

Transportation Committee

Duncan Allen (*Board of Selectmen*)
Richard Creem (*Board of Selectmen*)
Linda Hoard (*Planning Board*)
Jane A. Howard (*Moderator*)
Steven McKnight (*Planning*)
Denise Garlick (*Ex-Officio*)

Youth Commission

Ariana Chae (*Supt Schools – student*)
Ronnie Haas (*Moderator*)
Jessica Hogue (*Park & Recreation*)
Doug Levy (*School Committee*)
Cathy Lunetta (*Finance Committee*)
Danielle Penny (*Supt Schools – student*)
Vincent Springer (*Police Dept*)
Debbie Winnick (*Board of Selectmen*)

APPOINTED BY TOWN MANAGER

Animal Control Officer

Danielle Landry

Assistant Director of Public Works

Robert Lewis

Assistant Town Manager/Finance Director

David Davison

Assistant Town Manager/Dir. Of Operations

Christopher Coleman

Director of Emergency Management

Paul F. Buckley, Jr.

Director of Information Technology

Roger S. MacDonald

Director of Public Works

Richard P. Merson

Director, West Suburban Veterans Services

District

Stanley Spear

Veterans' Burial Agent/Veterans' Graves

Officer

Bill Topham

Fire Chief / Superintendent of Fire

Alarms/Forest Warden

Paul F. Buckley

Inspector of Buildings

Daniel P. Walsh

Inspector of Plumbing and Gas

William Kinsman

Inspector of Wiring

Scott Chisholm

Police Chief / Keeper of the Lockup

Thomas J. Leary

Sealer of Weights and Measures

John Horgan

Supervisor, Garage & Equipment

Stephen J. Hawes

Superintendent, Highway

Rhainhardt Hoyland

Superintendent, Parks /Forestry Tree Warden

Edward Olsen

Superintendent, Water/Sewer

Vincent Roy

Town Accountant

Michelle Vaillancourt

Town Engineer

Anthony Del Gaizo

Treasurer and Tax Collector

Evelyn M. Poness

Administrative Assessor

Hoyt Davis

Assistant Town Clerk

Helen Atkinson

Director of Public Facilities - Construction

Steven Popper

Director of Public Facilities - Operations

Chip Laffey

Director of Public Health

Janice Berns

Director of Youth Services

Jon Mattleman

Environmental Health Agent

Tara Gurge

Executive Director, Council on Aging

Jamie Brenner Gutner

Library Director

Ann MacFate

Planning Director

Lee Newman

Park and Recreation Director

Patricia M. Carey

**APPOINTED BY ELECTED
OR APPOINTED BOARDS**

**Executive Director, Needham Housing
Authority**

Pamela Clark Allen

Executive Secretary to Finance Committee

Louise Mizgerd

Superintendent of Schools

Daniel E. Gutekanst

FISCAL YEAR 2011 TOWN MEETING MEMBERS

Precinct	Last Name	First/Middle Name	Precinct	Last Name	First/Middle Name
A	Bailey	Erik J.	A	King	Tyson P.
A	Butchart	Scott D.	A	Maxwell	Christopher A.
A	Creem	Richard S.	A	Miller	Rachel B.
A	Davidson	Alan J.	A	O'Brien, Jr.	Norman F.
A	Fanger	Alan S.	A	Price	Karen N.
A	Garf	Lee	A	Sargent	Elizabeth M.
A	Genova	John D.	A	Schneider	Louise I.
A	Gosmon	Cheryl	A	Shuman	Sylvia
A	Gratz	Donald B.	A	Silverstein	Nina
A	Herrick	Walter D.	A	Silverstein	Irwin
A	Kalish	Leslie A.	A	Sterling	Nicholas P.
A	Keane-Hazzard	Mary E.	A	Wallace	John R.
B	Baierlein	George	B	McConchie	Scott
B	Borrelli	Marianna	B	Merow Rubin	Mindy A.
B	Borrelli	Damon J.	B	Moody	Richard B.
B	Doyle	William G.	B	Nicols	Kim Marie
B	Frankenthaler	John J.	B	Orenstein	Glenn S.
B	Freedberg	Richard M.	B	Pendergast	Kevin T.
B	Freedberg	Cathy M.	B	Rosenstock	Steven
B	Goldberg	Mark	B	Rovner	Gerald C.
B	Grimes	Elizabeth Jane	B	Sabin	Caroline W.
B	Harris	David C.	B	Toran	Sarah Ann
B	Jacob	Thomas M.			
C	Alpert	Paul S.	C	Longo-Carter	Andrea
C	Alpert	Peter A.	C	Lowitt	Allegra W.
C	Barnes	Joseph	C	Masterman	James D.
C	Barnett	Bruce S.	C	Messing	Claire Patricia
C	Brightman	Scott M.	C	Miller	Louise L.
C	Doherty	Edward J.	C	Neckes	Susan B.
C	Dugan, Jr.	William H.	C	O'Connor	Caterina Bonadio
C	Gluesing	Mark J.	C	Pransky	Sheila G.
C	Goldberg	Lois R.	C	Tillotson	Paul B.
C	Greenstein	Sharyn Areano	C	Tobin	Sandra Balzer
C	Haslip	John H.	C	Young	Adelaide C.
C	Lebow	Joel H.	C	Zappala	Lisa W.
D	Black	Heidi C.	D	Lewis	Kathleen M.
D	Clarke	Holly Anne	D	Lunetta	Richard J.
D	Coffman	Barry	D	Mann	Richard S.
D	Conturie	Cynthia	D	McNeill	Gary B.
D	Cox	David R.	D	Pressman	Aaron M.
D	Cramer	Roy A.	D	Sexton	David J.
D	D'Addesio	Kathryn L.	D	Shesko	Gregory John
D	Der Marderosian	Ann	D	Ship	Carl S.
D	Eisenhut	Bruce T.	D	Soisson	Thomas F.
D	Foster	Reginald C.	D	Toran	Ralph A.
D	Hunt	Roger B.	D	Walitt	Arthur
D	Levy	Joshua W.	D	Wolfeld	Madeline Ann

FISCAL YEAR 2011 TOWN MEETING MEMBERS

E	Ardini	Michelle S.	E	Howard	Jane A.
E	Barr	Constance S.	E	Mullen	Kurt M.
E	Chaston	Cynthia J.	E	Novak	Linda J.
E	Cosgrove	Ann M.	E	Peckham	Ford H.
E	Crowell	Theodore M.	E	Perras	Maryruth
E	Cummings	Lawrence R.	E	Robey	Philip V.
E	Decker	Walter T.	E	Ruth	Ronald W.
E	Durda	Paul J.	E	Siegenthaler	Paul A.
E	Fachetti	Carol A.	E	Stevens	Julie E.
E	Francesconi	Irene M.	E	Supple	William J.
E	George	Linda J.	E	Walter	Martin L. B.
E	Harvey	Christine	E	Warner	Sam Bass
F	Borrelli	Matthew D.	F	McIver	Carolyn R.
F	Borrelli	Alison S.	F	McKay	Michael
F	Cohen	Lawrence J.	F	McKnight	Jeanne S.
F	Cox, Jr.	Gilbert W.	F	Milligan	John F.
F	Davis	Richard W.	F	Nadler	Brian S.
F	Davis	Gail E.	F	Niden	Michael L.
F	Dornbusch	Stephen L.	F	Okerman	William J.
F	Goldstein	Carl	F	Paolini	Richard P.
F	Heller	Jeffrey D.	F	Sexton	Jennifer S.
F	Lyons	Richard G.	F	Verdun	Michael L.
F	MacMahon	Mary Anne	F	Winnick	Deborah S.
F	Markman	Steven	F	Zoppo	William A.
G	Abbott	Susan W.	G	McCaffrey	Maureen T.
G	Attridge	Paul H.	G	Muldoon	Kenneth Scott
G	Beacham, Jr.	Peter W.	G	O'Keeffe	Kathleen J.
G	Buckley	Patricia B.	G	Owens	Jill E.
G	Connors	William F.	G	Popper	Barbara K.
G	Crawford	Michael J.	G	Robey	Kathleen D.
G	DeMeis	Richard	G	Scholl	Craig
G	Dirks	Katy M.	G	Sidell	Charlotte B.
G	Freedman	Pamela C.	G	Smart, Jr.	Robert T.
G	Harkins	Thomas M.	G	Smulowitz	Peter B.
G	Johnson	Jane O.	G	Tierney	Timothy P.
G	Kay	Fredie D.	G	Welby	Susan
H	Brinkhaus	Heinz R.	H	Larsen	Robert Y.
H	Callanan	Paula R.	H	London	Laura
H	Comando	John E.	H	Margolis	Marjorie M.
H	Cosentino	Julia Satti	H	McCarthy	Nancy E.
H	Cruickshank	M. Patricia	H	Milligan	Paul T.
H	Dagen	Richard B.	H	Reilly	Richard M.
H	Diener	Michael	H	Savage Jr	Richard J.
H	Foley	Kevin J.	H	Shapiro	Jeffrey S.
H	Gordon	Paul M.	H	Sockol	Ron
H	Handler	Elizabeth P.	H	Sockol	Lois F.
H	Kardok	Michael C.	H	Wu	Harmony H.
H	Kristeller	Jeffrey	H	Zimbone	Richard A.

FISCAL YEAR 2011 TOWN MEETING MEMBERS

I	Becker	Elaine M.	I	Ochalla	Josephine Luppino
I	Connelly	John P.	I	O'Leary	John P.
I	Connolly	Peter Stephen	I	Pingitore	Peter J.
I	Denver	Paul F.	I	Renzulli	Nicholas S.
I	Ecsedy	David J.	I	Renzulli	Leslie Ann
I	Ecsedy	Claire Dee	I	Riley	Paul V.
I	Escalante	David J.	I	Robey III	Paul
I	Golden	Joel S.	I	Seraydar	June C.
I	Hannigan, Jr.	Thomas H	I	Sexton	Nancy E.
I	Higgins	Thomas W.	I	Supple	David Paul
I	Johnston	Wallace W.	I	Walsh	Maura O.
I	Kagan	Stephen C.	I	Weinstock	Rachel Ann
I	Kahn-Boesel	Jill C.	I	Whitney	Kathleen D.
I	Murphy	Lorraine M.			
J	Barker	Catherine J.	J	Mathias	Michael M.
J	Bonasia	James S.	J	Montgomery	David P.
J	Chandler	Stuart B.	J	Mooney	Christopher
J	Cooley	Marianne B.	J	Mullin	Donna M
J	Dermody	William R.	J	Murphy	Jane B.
J	Deutsch	Robert E.	J	Murphy	Anne M.
J	Doukas	George C.	J	Orozco	Sara
J	Downs	Robert A.	J	Schaller	Colleen F
J	Filoon III	John W.	J	Shannon	Karen R.
J	Greis	Michael J.	J	Smith	Paul G.
J	Kent	George F.	J	Turner	Rebecca C.
J	Mather	Marcia C.	J	Urwitz	Carol I.
At Large			At Large		
Damon J. Borrelli			John S. Gallelo		
John A. Bulian			Maurice P. Handel		
Marianne B. Cooley			James G. Healy		
Edward V. Cosgrove III			Thomas M. Jacob		
Theodora K. Eaton			Daniel P. Matthews		
Bruce T. Eisenhut			Lois F. Sockol		
Michael K. Fee			Gerald A. Wasserman		

FY 2011 TOWN OF NEEDHAM RETIREE INFORMATION

RETIREMENTS	DEPARTMENT	YEARS OF SERVICE
Cynthia Crawford	Library	41.083
Alfred De Iulio	Fire	33.250
Robert Driggs	Police	31.917
Irene Guiney	School	38.083
Eustacio Gonzalez	Public Facilities	12.083
Jeanne Goodwin	School	21.000
Richard Grudinkas	Police	41.167
Janet Lilienthal	Town	10.417
Robert Rahilly	Public Works	22.917
Loretta Sharp	Police	12.833
Lynn Shriro	School	13.750
Raymond Tocci	Fire	33.583
Albert Whidden	Public Works	23.50

IN MEMORIAM

NAME	DEPARTMENT	YEARS OF SERVICE
Elizabeth Arsenault	Hospital	16.417
John Barisano	Public Works	11.833
Nancy Bell	Town	12.833
Frances Biagi	School	20.417
Jean Blum	Hospital	14.417
Richard Canning	Public Facilities	17.083
Helen Condryn	Hospital	19.000
Mark Driscoll	Housing Authority	13.333
Bertha Edison	Hospital	11.083
Carol Foster	Hospital	19.500
Frank Harrison	Public Works	16.833
Dorothy Hayes	Hospital	16.167
Evelyn Hunt	Police	13.000
Glorya Macaione	School	12.417
Frances Manning	Police	24.000
Richard Rolanti	Police	26.917
Genevieve Sanborn	Hospital	12.083
George Scott	Public Works	32.667
Rita Shaw	Hospital	21.167
Charles Woodman	Fire	22.417

APPENDICES

**Town of Needham
General Fund
Balance Sheet
Year Ended June 30, 2011**

	<u>General</u>
<u>ASSETS</u>	
Cash and short-term investments	\$ 9,263,369
Investments	\$ 14,882,578
Receivables:	
Property taxes	\$ 2,925,803
Excises	\$ 605,881
Departmental	\$ 717,079
Intergovernmental	\$ 8,944,580
Betterments	\$ -
Other	\$ 66,825
Other assets	\$ -
Total Assets	<u>\$ 37,406,115</u>
<u>LIABILITIES</u>	
Warrants and accounts payable	\$ 863,943
Deferred revenue	\$ 13,059,635
Accrued liabilities	\$ 1,899,084
Due to other Governments	\$ -
Taxes collected in advance	\$ 187,504
Refunds payable	\$ 343,257
Anticipation notes payable	\$ -
Other liabilities	\$ 113,989
Total Liabilities	<u>\$ 16,467,412</u>
<u>FUND BALANCES</u>	
Nonspendable	\$ -
Restricted	\$ 500,990
Committed	\$ 5,214,132
Assigned	\$ 6,359,633
Unassigned	\$ 8,863,948
Total Fund Balance	<u>\$ 20,938,703</u>
Total Liabilities and Fund Balance	<u>\$ 37,406,115</u>

**Town of Needham
Enterprise Funds
Statement of Net Assets
Year Ended June 30, 2011**

	<u>RTS</u>	<u>Sewer</u>	<u>Water</u>
<u>ASSETS</u>			
Current Assets:			
Cash and short-term investments	\$ 1,418,863	\$ 4,982,001	\$ 6,448,633
Receivables	\$ 184,938	\$ 2,277,489	\$ 1,900,222
Other current assets	\$ 447	\$ -	\$ -
Total Current Assets	\$ 1,604,248	\$ 7,259,490	\$ 8,348,855
Noncurrent Assets:			
Land and construction in progress	\$ 5,007,443	\$ 571,624	\$ 1,788,874
Other capital assets, net of accumulated depreciation	\$ 1,922,234	\$ 17,903,150	\$ 27,256,252
Total Noncurrent Assets	\$ 6,929,677	\$ 18,474,774	\$ 29,045,126
Total Assets	\$ 8,533,925	\$ 25,734,264	\$ 37,393,981
<u>LIABILITIES</u>			
Current Liabilities:			
Accounts payable	\$ 41,466	\$ 11,380	\$ 37,980
Accrued payroll	\$ 22,295	\$ 22,684	\$ 31,859
Accrued liabilities	\$ -	\$ 24,746	\$ 31,119
Retainage payable	\$ -	\$ -	\$ -
Refunds Payable	\$ 40,125	\$ 91,940	\$ 3,831
Notes payable	\$ -	\$ -	\$ 812,105
Other liabilities	\$ -	\$ -	\$ -
Current portion of long-term liabilities:			
Bonds payable	\$ 90,000	\$ 931,559	\$ 1,153,030
Compensated absences	\$ 51,815	\$ 105,034	\$ 73,443
Total current liabilities	\$ 245,701	\$ 1,187,343	\$ 2,143,367
Noncurrent Liabilities			
Bonds payable, net of current portion	\$ 125,000	\$ 5,378,915	\$ 5,455,001
Total Liabilities	\$ 370,701	\$ 6,566,258	\$ 7,598,368
<u>NET ASSETS</u>			
Invested in capital assets, net of related debt	\$ 6,929,677	\$ 12,803,897	\$ 22,387,806
Unrestricted	\$ 1,233,547	\$ 6,364,109	\$ 7,407,807
Total Net Assets	\$ 8,163,224	\$ 19,168,006	\$ 29,795,613

**Town of Needham
General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2011**

Description	Annual Town Meeting Appropriations	Special Town Meeting Appropriations	Finance Committee and Town Manager Approved Transfers	Total Available for Expenditures	Disbursements	Encumbrances	Total Expenditures	Unexpended Balance
Townwide Expenses								
General Government	\$31,763,560		-\$1,215,749	\$30,517,964	-\$29,532,063	-\$191,063	-\$29,723,126	\$794,838
Land Use & Development	\$3,539,581		\$174,905	\$3,714,486	-\$3,508,672	-\$140,600	-\$3,649,272	\$65,214
Public Safety	\$343,203	-\$250,000	\$6,331	\$349,534	-\$342,771	-\$4,743	-\$347,515	\$2,019
Education	\$11,812,664			\$11,812,664	-\$11,314,458	-\$37,226	-\$11,351,684	\$460,980
Public Works	\$46,483,339			\$46,910,339	-\$45,360,469	-\$1,518,874	-\$46,879,343	\$30,996
Public Facilities	\$5,443,079	\$27,153	\$989,507	\$6,432,586	-\$5,840,300	-\$175,992	-\$6,016,292	\$416,294
Community Services	\$7,379,717		\$40,000	\$7,427,362	-\$7,042,626	-\$283,979	-\$7,326,605	\$100,757
	\$2,914,338		\$5,006	\$2,919,344	-\$2,844,953	-\$9,276	-\$2,854,229	\$65,115
Total	\$109,679,481	-\$222,847		\$110,084,279	-\$105,786,312	-\$2,361,754	-\$108,148,066	\$1,936,213
Townwide Expenses								
1 Retirement	\$59,400			\$59,400	-\$31,484		-\$31,484	\$27,916
2 Retirement Contributory System	\$4,552,978			\$4,552,978	-\$4,470,199		-\$4,470,199	\$82,779
3 Health Insurance	\$9,799,125	-\$250,000		\$9,549,125	-\$8,968,395	-\$30,104	-\$8,998,499	\$550,626
4 Insurance Liability Fund	\$3,626,375			\$3,626,375	-\$3,626,375		-\$3,626,375	
5 Unemployment Compensation	\$140,000		\$100,000	\$240,000	-\$206,563		-\$206,563	\$33,437
6 Debt Service	\$11,379,319	\$27,153		\$11,406,472	-\$11,379,284		-\$11,379,284	\$27,188
7 Worker's Compensation	\$400,000		\$110,000	\$510,000	-\$400,000	-\$110,000	-\$510,000	
8 Property Self Insurance	\$525,000			\$525,000	-\$449,763	-\$50,959	-\$500,722	\$24,278
9 Performance Pay Pool*	\$30,000		-\$15,642	\$14,358				\$14,358
10 Reserve Fund*	\$1,251,363	\$193,000	-\$1,410,107	\$34,256				\$34,256
Town Wide	\$31,763,560	-\$29,847	-\$1,215,749	\$30,517,964	-\$29,532,063	-\$191,063	-\$29,723,126	\$794,838
*Direct expenditure is not allowed; only transfers to other budget lines.								
Board of Selectmen & Town Manager								
11A Salary & Wages	\$639,739		\$4,905	\$644,644	-\$631,475		-\$631,475	\$13,169
11B Purchase of Service & Expenses	\$161,450			\$161,450	-\$120,254	-\$30,184	-\$150,438	\$11,012
Total	\$801,189		\$4,905	\$806,094	-\$751,729	-\$30,184	-\$781,913	\$24,181
Town Clerk & Board of Registrars								
12A Salary & Wages	\$282,308			\$282,308	-\$279,838		-\$279,838	\$2,470
12B Purchase of Service & Expenses	\$39,270			\$39,270	-\$33,447	-\$3,408	-\$36,855	\$2,415
Total	\$321,578			\$321,578	-\$313,285	-\$3,408	-\$316,694	\$4,884
Town Counsel								
13A Salary & Wages	\$68,664			\$68,664	-\$68,664		-\$68,664	\$0
13B Purchase of Service & Expenses	\$193,500		\$170,000	\$363,500	-\$349,244	-\$13,961	-\$363,204	\$296
Total	\$262,164		\$170,000	\$432,164	-\$417,908	-\$13,961	-\$431,868	\$296

**Town of Needham
General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2011**

Description	Annual Town Meeting Appropriations	Special Town Meeting Appropriations	Finance Committee and Town Manager Approved Transfers	Total Available for Expenditures	Disbursements	Encumbrances	Total Expenditures	Unexpended Balance
Personnel Board								
14A Salary & Wages	\$600			\$600	-\$79		-\$79	\$521
14B Purchase of Service & Expenses	\$11,000			\$11,000	-\$11,000		-\$11,000	
Total	\$11,600			\$11,600	-\$11,079		-\$11,079	\$521
Finance Department								
15A Salary & Wages	\$1,342,043			\$1,342,043	-\$1,319,613		-\$1,319,613	\$22,430
15B Purchase of Service & Expenses	\$734,889			\$734,889	-\$629,908	-\$93,047	-\$722,956	\$11,933
15C Capital	\$37,500			\$37,500	-\$37,500		-\$37,500	
Total	\$2,114,432			\$2,114,432	-\$1,987,022	-\$93,047	-\$2,080,069	\$34,363
Finance Committee								
16A Salary & Wages	\$27,493			\$27,493	-\$26,823		-\$26,823	\$670
16B Purchase of Service & Expenses	\$1,125			\$1,125	-\$826		-\$826	\$299
Total	\$28,618			\$28,618	-\$27,649		-\$27,649	\$969
General Government								
	\$3,539,581		\$174,905	\$3,714,486	-\$3,508,672	-\$140,600	-\$3,649,272	\$65,214
Planning								
17A Salary & Wages	\$215,547		\$2,481	\$218,028	-\$217,754		-\$217,754	\$274
17B Purchase of Service & Expenses	\$16,460			\$16,460	-\$14,016	-\$1,796	-\$15,812	\$648
Total	\$232,007		\$2,481	\$234,488	-\$231,770	-\$1,796	-\$233,566	\$922
Community Development								
18A Salary & Wages	\$99,338	-	\$3,850	\$103,188	-\$103,019		-\$103,019	\$169
18B Purchase of Service & Expenses	\$11,858			\$11,858	-\$7,983	-\$2,948	-\$10,930	\$928
Total	\$111,196		\$3,850	\$115,046	-\$111,001	-\$2,948	-\$113,949	\$1,097
Reserved								
19A Salary & Wages								
19B Purchase of Service & Expenses								
Total								
Land Use & Development								
	\$343,203		\$6,331	\$349,534	-\$342,771	-\$4,743	-\$347,515	\$2,019

**Town of Needham
General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2011**

Description	Annual Town Meeting Appropriations	Special Town Meeting Appropriations	Finance Committee and Town Manager Approved Transfers	Total Available for Expenditures	Disbursements	Encumbrances	Total Expenditures	Unexpended Balance
Police Department								
20A Salary & Wages	\$4,884,190			\$4,884,190	-\$4,584,179		-\$4,584,179	\$300,011
20B Purchase of Service & Expenses	\$248,339			\$248,339	-\$216,708	-\$614	-\$217,322	\$31,017
20C Capital	\$146,888			\$146,888	-\$117,921		-\$117,921	\$28,967
Total	\$5,279,417			\$5,279,417	-\$4,918,807	-\$614	-\$4,919,422	\$359,995
Fire Department								
21A Salary & Wages	\$5,812,408			\$5,812,408	-\$5,775,225		-\$5,775,225	\$37,183
21B Purchase of Service & Expenses	\$259,238			\$259,238	-\$177,133	-\$35,912	-\$213,045	\$46,193
Total	\$6,071,646			\$6,071,646	-\$5,952,359	-\$35,912	-\$5,988,270	\$83,376
Building Inspector								
22A Salary & Wages	\$445,919			\$445,919	-\$431,081		-\$431,081	\$14,838
22B Purchase of Service & Expenses	\$15,682			\$15,682	-\$12,211	-\$700	-\$12,911	\$2,771
Total	\$461,601			\$461,601	-\$443,292	\$700	-\$443,992	\$17,609
Public Safety	\$11,812,564			\$11,812,564	-\$11,314,458	-\$37,226	-\$11,351,684	\$460,980
Minuteman Regional High School Assessment								
23 Total	\$369,261			\$369,261	-\$343,969		-\$343,969	\$25,292
Needham Public Schools								
24 Total	\$46,114,078	\$427,000		\$46,541,078	-\$45,016,500	-\$1,518,874	-\$46,535,374	\$5,704
Education	\$46,483,339	\$427,000		\$46,910,339	-\$45,360,469	-\$1,518,874	-\$46,879,343	\$30,996
Department of Public Works								
25A Salary & Wages	\$3,393,323			\$3,393,323	-\$3,220,769		-\$3,220,769	\$172,554
25B Purchase of Service & Expenses	\$1,308,056			\$1,308,056	-\$1,129,502	-\$84,949	-\$1,214,451	\$93,605
25C Capital	\$5,500			\$5,500	-\$4,830		-\$4,830	\$670
25D Snow and Ice	\$200,000		\$989,507	\$1,189,507	-\$1,189,507		-\$1,189,507	
Total	\$4,906,879		\$989,507	\$5,896,386	-\$5,544,608	-\$84,949	-\$5,629,557	\$266,829
Municipal Parking Program								
26 Total	\$282,900			\$282,900	-\$149,628	-\$24,000	-\$173,628	\$109,272

**Town of Needham
General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2011**

	Description	Annual Town Meeting Appropriations	Special Town Meeting Appropriations	Finance Committee and Town Manager Approved Transfers	Total Available for Expenditures	Disbursements	Encumbrances	Total Expenditures	Unexpended Balance
Municipal Street Lighting Program									
27	Total	\$253,300		\$989,507	\$6,432,586	-\$5,840,300	-\$175,992	-\$6,016,292	\$416,294
Public Works									
Department of Public Facilities									
28A	Salary & Wages	\$2,870,212			\$2,870,212	-\$2,858,853		-\$2,858,853	\$11,359
28B	Purchase of Service & Expenses	\$4,509,505			\$4,509,505	-\$4,140,094	-\$283,979	-\$4,424,073	\$85,432
28C	Capital		\$7,645	\$40,000	\$47,645	-\$43,679		-\$43,679	\$3,966
	Total	\$7,379,717	\$7,645	\$40,000	\$7,427,362	-\$7,042,626	-\$283,979	-\$7,326,605	\$100,757
Public Facilities									
		\$7,379,717		\$40,000	\$7,427,362	-\$7,042,626	-\$283,979	-\$7,326,605	\$100,757
Health Department									
29A	Salary & Wages	\$383,012			\$383,012	-\$368,893		-\$368,893	\$14,119
29B	Purchase of Service & Expenses	\$76,829			\$76,829	-\$76,688		-\$76,688	\$141
	Total	\$459,841			\$459,841	-\$445,580		-\$445,580	\$14,261
Diversified Community Social Services									
30A	Salary & Wages	\$487,240		\$1,756	\$488,996	-\$460,559		-\$460,559	\$28,437
30B	Purchase of Service & Expenses	\$77,160			\$77,160	-\$75,615		-\$75,615	\$1,545
	Total	\$564,400		\$1,756	\$566,156	-\$536,174		-\$536,174	\$29,982
Commission on Disabilities									
31A	Salary & Wages				\$550	-\$521	-\$29	-\$550	
31B	Purchase of Service & Expenses	\$550			\$550	-\$521	-\$29	-\$550	
	Total								
Historical Commission									
32A	Salary & Wages				\$1,050	-\$259		-\$259	\$791
32B	Purchase of Service & Expenses	\$1,050			\$1,050	-\$259		-\$259	\$791
	Total								
Needham Public Library									
33A	Salary & Wages	\$1,072,844		\$3,250	\$1,076,094	-\$1,074,381		-\$1,074,381	\$1,713
33B	Purchase of Service & Expenses	\$260,843			\$260,843	-\$245,739	-\$1,958	-\$247,696	\$13,147
	Total	\$1,333,687		\$3,250	\$1,336,937	-\$1,320,120	-\$1,958	-\$1,322,077	\$14,860

**Town of Needham
General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2011**

Description	Annual Town Meeting Appropriations	Special Town Meeting Appropriations	Finance Committee and Town Manager Approved Transfers	Total Available for Expenditures	Disbursements	Encumbrances	Total Expenditures	Unexpended Balance
Park and Recreation Department								
34A Salary & Wages	\$443,185			\$443,185	-\$440,511		-\$440,511	\$2,674
34B Purchase of Service & Expenses	\$110,875			\$110,875	-\$101,288	-\$7,289	-\$108,578	\$2,297
Total	\$554,060			\$554,060	-\$541,799	-\$7,289	-\$549,089	\$4,971
Memorial Park								
35A Salary & Wages								
35B Purchase of Service & Expenses	\$750			\$750	-\$500		-\$500	\$250
Total	\$750			\$750	-\$500		-\$500	\$250
Community Services	\$2,914,338		\$5,006	\$2,919,344	-\$2,844,953	-\$9,276	-\$2,854,229	\$65,115
Department Budgets	\$77,915,921	\$434,645	\$1,215,749	\$79,566,315	-\$76,254,249	-\$2,170,691	-\$78,424,940	\$1,141,375
Total Operating Budget	\$109,679,481	\$404,798		\$110,084,279	-\$105,786,312	-\$2,361,754	-\$108,148,066	\$1,936,213

**Town of Needham
RTS Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2011**

Description	Annual Town Meeting Appropriations	Special Town Meeting Appropriations	Finance Committee and Town Manager		Disbursements	Encumbrances	Total Expenditures	Unexpended Balance
			Approved Transfers	Total Available for Expenditures				
101A Personnel	\$635,125			\$635,125	-\$583,999		-\$583,999	\$51,126
101B Expenses	\$1,115,280			\$1,115,280	-\$934,659	-\$156,340	-\$1,090,999	\$24,281
101C Operating Capital	\$58,000			\$58,000	-\$2,079	-\$54,100	-\$56,179	\$1,822
101D Debt Service	\$150,000			\$150,000	-\$149,673		-\$149,673	\$27
102 Reserve Fund*	\$45,000			\$45,000				\$45,000
Total	\$2,003,405			\$2,003,405	-\$1,670,410	-\$210,440	-\$1,880,849	\$122,556

*Direct expenditure is not allowed, only transfers to other budget lines.

**Town of Needham
Sewer Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2011**

Description	Annual Town Meeting Appropriations	Special Town Meeting Appropriations	Finance Committee and Town Manager		Disbursements	Encumbrances	Total Expenditures	Unexpended Balance
			Approved Transfers	Total Available for Expenditures				
201A Personnel	\$629,896			\$629,896	-\$522,117		-\$522,117	\$107,779
201B Expenses	\$273,354		\$35,000	\$308,354	-\$226,466	-\$41,370	-\$267,836	\$40,518
201C Capital Outlay	\$25,000			\$25,000	-\$21,750		-\$21,750	\$3,250
201D MWRA Assessment	\$5,042,674	\$1,271		\$5,043,945	-\$5,043,945		-\$5,043,945	
201E Debt Service	\$1,250,000			\$1,250,000	-\$1,242,461		-\$1,242,461	\$7,539
202 Reserve Fund*	\$35,000		-\$35,000					
Total	\$7,255,924	\$1,271		\$7,257,195	-\$7,056,739	-\$41,370	-\$7,098,109	\$159,086

*Direct expenditure is not allowed, only transfers to other budget lines.

**Town of Needham
Water Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2011**

Description	Annual Town Meeting Appropriations	Special Town Meeting Appropriations	Finance Committee and Town Manager Approved Transfers	Total Available for Expenditures	Disbursements	Encumbrances	Total Expenditures	Unexpended Balance
301A Personnel	\$1,047,487			\$1,047,487	-\$803,640		-\$803,640	\$243,847
301B Expenses	\$985,218			\$985,218	-\$816,535	-\$134,700	-\$951,235	\$33,983
301C Capital Outlay	\$20,000			\$20,000	-\$15,000		-\$15,000	\$5,000
301D MWRA Assessment	\$265,017			\$265,017	-\$265,017		-\$265,017	
301E Debt Service	\$1,500,000			\$1,500,000	-\$1,497,133		-\$1,497,133	\$2,867
303 Reserve Fund*	\$75,000			\$75,000				\$75,000
Total	\$3,892,722			\$3,892,722	-\$3,397,324	-\$134,700	-\$3,532,025	\$360,697

*Direct expenditure is not allowed, only transfers to other budget lines.

**Town of Needham
Community Preservation Act Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2011**

Description	Annual Town Meeting Appropriations	Special Town Meeting Appropriations	Finance Committee and Town Manager Approved Transfers	Total Available for Expenditures	Disbursements	Encumbrances	Total Expenditures	Unexpended Balance
Administrative Expenses	\$82,000			\$82,000	-\$8,517	-\$155	-\$8,672	\$73,328
Total	\$82,000			\$82,000	-\$8,517	-\$155	-\$8,672	\$73,328

**Town of Needham
Trust Funds
Year Ended June 30, 2011**

Fund	July 1, 2010	Receipts	Disbursements & Adjustments	June 30, 2011
Anita M. Reinke Memorial Scholarship	\$10,236.78	\$497.99	\$400.00	\$10,334.77
Arthur and Cecilia Bailey Scholarship		\$1,030.49	\$1,000.00	\$30.49
Catherine M. Wharton Memorial Scholarship	\$112.85	\$2.08	\$114.93	
Centennial Football Scholarship	\$1,320.32	\$43.56	\$1,000.00	\$363.88
Charles and Bernice Siegel Memorial Fund	\$220,281.13	\$10,608.96	\$19,400.00	\$211,490.09
Class of 1979 Scholarship	\$1,059.01	\$52.42	\$1,100.00	\$11.43
Class of 1980 Scholarship		\$6,121.92		\$6,121.92
C. J. Cullen III Memorial Scholarship	\$39,857.30	\$2,435.81	\$2,700.00	\$39,593.11
Dana F. Burke Scholarship	\$6,115.86	\$393.58	\$800.00	\$5,709.44
De Fazio Family Memorial Scholarship	\$17,340.99	\$814.75	\$2,000.00	\$16,155.74
Derwood Newman Memorial	\$43,648.96	\$2,160.60		\$45,809.56
Dr. Lee Allan Memorial	\$2,573.92	\$125.23	\$100.00	\$2,599.15
Dwight School (Pollard School)	\$32,194.83	\$1,593.62		\$33,788.45
Edward J. Stewart 13 Club Scholarship	\$12,092.16	\$576.74	\$1,000.00	\$11,668.90
Edward Kasip Scholarship	\$97.13	\$402.87	\$500.00	
Edward Keady Memorial Scholarship	\$6,497.51	\$212.58	\$2,950.00	\$3,760.09
Elizabeth Handley	\$42,978.00	\$2,040.15	\$3,500.00	\$41,518.15
Frederick Barstow Scholarship	\$313,465.07	\$14,600.33	\$33,000.00	\$295,065.40
Frederick Harris Scholarship	\$37,766.65	\$1,782.19	\$4,000.00	\$35,548.84
George Morse Memorial Scholarship	\$207,613.78	\$10,058.64	\$13,000.00	\$204,672.42
High School Sports Endowment	\$29,091.32	\$2,185.35	\$1,876.93	\$29,399.74
Igor Guralnik & Keith Flueckiger	\$10,127.40	\$414.06	\$4,000.00	\$6,541.46
Joan W. Swartz Memorial Scholarship	\$1,537.37	\$493.04	\$2,000.00	\$30.41
John Akers	\$213,481.48	\$53,911.47	\$16,500.00	\$250,892.95
John C. Wood (High School Library)	\$13,312.80	\$646.90	\$896.00	\$13,063.70
Joseph Paulini Scholarship	\$2,730.64	\$1,597.26	\$1,000.00	\$3,327.90
Karen Decembre Scholarship	-\$0.06			-\$0.06
Kyle Shapiro Scholarship	\$17.02	\$0.84		\$17.86
Leo F. Richards Jr. Scholarship	\$5,821.13	\$244.52	\$1,500.00	\$4,565.65
Linda Barnes Scholarship		\$5,048.00	\$1,000.00	\$4,048.00
Mark R., Beane Memorial Scholarship	\$33,369.17	\$6,738.77	\$3,100.00	\$37,007.94
Martin Luther King Scholarship	\$2,725.03	\$691.27	\$2,650.00	\$766.30
Mary Ann Dolan Scholarship	\$117.74	\$2.17	\$119.91	
Minot Mac Donald (Carter School Library)	\$7,780.04	\$385.67		\$8,165.71
Miriam Kronish Scholarship	\$815.75	\$7.66	\$750.00	\$73.41
Nate Tavalone Scholarship	\$6,636.55	\$611.06	\$800.00	\$6,447.61
New Century Club Scholarship	\$15,885.66	\$699.09	\$2,600.00	\$13,984.75
Nina Pansuk Scholarship	\$133,942.74	\$6,499.22	\$6,000.00	\$134,441.96
Peter Eloranta Chemistry Award Scholarship	\$10,678.00	\$526.37	\$150.00	\$11,054.37
Peter Eloranta Scholarship	\$100,425.34	\$4,779.39	\$7,855.00	\$97,349.73
Rebecca H. Perry Memorial Scholarship	\$254,396.97	\$12,156.30	\$19,600.00	\$246,953.27
Richard Jensen, Sr. Memorial Scholarship	\$2,395.39	\$118.57		\$2,513.96
Robert and Elizabeth Gardner Scholarship		\$92,092.05	\$40,000.00	\$52,092.05
Ruth Ann B. Simmons MD Memorial Scholarship	\$22,371.42	\$1,549.16	\$3,000.00	\$20,920.58
School Permanent Donation	-\$424.24	\$424.24		
Stacy Neilson Memorial Fund (Soccer Team)	\$168.93			\$168.93

**Town of Needham
Trust Funds
Year Ended June 30, 2011**

Fund	July 1, 2010	Receipts	Disbursements & Adjustments	June 30, 2011
Stanley Willox Memorial Scholarship	\$919.20	\$10.59	\$1,579.79	-\$650.00
Steven Wernick Memorial Scholarship	\$69.18	\$1.28	\$70.45	\$0.01
Students Need Arts Trust Fund	\$5,960.41	\$295.04		\$6,255.45
Timothy P. Flanagan Memorial Scholarship	\$19,591.75	\$926.16	\$1,500.00	\$19,017.91
Tot Greenleaf	\$9,135.12	\$614.66	\$2,000.00	\$7,749.78
walter burke	\$8.58	\$9.42		\$18.00
William G. Moseley Scholarship	\$21,178.46	\$1,037.42	\$500.00	\$21,715.88
William T. Burke Memorial Scholarship	\$3,233.78	\$533.01	\$1,400.00	\$2,366.79
Subtotal School	\$1,922,752.32	\$250,804.52	\$209,013.01	\$1,964,543.83
Arthur W. & Barbara S. Hatch Fund	\$246,371.09	\$12,170.82	\$800.00	\$257,741.91
Bosworth Library Trust Fund	\$6,575.13	\$325.46		\$6,900.59
Charles Fredic Clifford Henderson Library 10% Trust	\$108,804.28	\$5,367.62	\$469.00	\$113,702.90
Cora Proctor Thurston Fund	\$12,691.76	\$628.23		\$13,319.99
Helen DE M. Dunn Library Trust Fund	\$696.80	\$34.49		\$731.29
Karl L. Nutter Library Trust Fund	\$1,891.79	\$93.64		\$1,985.43
Laura G. Willgoose Library Trust Fund	\$130,478.09	\$6,442.62	\$1,671.00	\$135,249.71
Library Permanent Donation Fund	\$86,167.26	\$38,416.93	\$42,577.43	\$82,006.76
Lois Carley Children's Library Trust	\$10,753.30	\$496.92	\$496.80	\$10,753.42
Martha Barr Library Trust Fund	\$2,626.62	\$130.02		\$2,756.64
Myra S. Greenwood Library Trust Fund	\$60,828.38	\$3,010.97		\$63,839.35
Roger S. Corliss Fund	\$6,660.43	\$329.69		\$6,990.12
William Carter Fund	\$33,335.50	\$1,631.18	\$620.00	\$34,346.68
William H. Wye Library Fund	\$1,383.79	\$64.08		\$1,447.87
Subtotal Library	\$709,264.22	\$69,142.67	\$46,634.23	\$731,772.66
Board of Health	\$158.37	\$7.84	\$166.21	
Community Revitalization Maintenance 10% Trust	-\$2,023.42	\$11,562.50	\$9,189.85	\$349.23
Community Revitalization Trust	\$10,797.42	\$2,545.61	\$3,450.00	\$9,893.03
Council on Aging Permanent Donation	\$144,695.81	\$7,162.35		\$151,858.16
Domestic Violence Trust	\$222,183.41	\$10,982.69	\$6,000.00	\$227,166.10
Esther Lyford Trust	\$8,592.68	\$425.33		\$9,018.01
Green Field Improvement Association Fund	\$4,720.79	\$233.64		\$4,954.43
John B. Tolman Trust (Library/Temperance Organization)	\$136,783.96	\$6,662.43	\$7,603.44	\$135,842.95
Mary Virginia E. Hill (Animal Welfare) Fund	\$11,315.01	\$560.10		\$11,875.11
Needham Cemetery Grand Army Lot Perpetual Care Fund	\$10,597.84	\$524.59		\$11,122.43
Needham Military Band Inc. 2011 Fund	\$23,599.50	\$1,168.19	\$8,700.00	\$16,067.69
Park & Recreation (Park Beautification) Fund	\$5,892.98	\$548.42		\$6,441.40
Rebecca Perry Park Trust Fund	\$25,169.05	\$1,245.81		\$26,414.86
Robert & Marcia Carleton Memorial Trust Fund	\$80,621.66	\$3,990.72		\$84,612.38
Robert & Marcia Carleton Pavilion Fund	\$24,787.76	\$1,226.98		\$26,014.74
Skate Park Trust Fund	\$1,185.00	\$99.84		\$1,284.84
Subtotal Other Funds	\$709,077.82	\$48,947.04	\$35,109.50	\$722,915.36
TOTAL	\$3,341,094.36	\$368,894.23	\$290,756.74	\$3,419,231.85

**THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION**

FISCAL 2011

**OF
NEEDHAM**
City / Town / District

I. TAX RATE SUMMARY

la. Total amount to be raised (from IIe) \$ 133,119,697.9

lb. Total estimated receipts and other revenue sources (from IIIe) 40,047,952.0

lc. Tax levy (Ia minus Ib) \$ 93,071,745.8

ld. Distribution of Tax Rates and levies

CLASS	(b) Levy percentage (from LA - 5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA - 5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	77.1401%	71,795,637.83	6,586,585,192	10.90	71,793,778.59
Net of Exempt					0.00
Open Space	0.0000%	0.00	0		0.00
Commercial	16.0577%	14,945,181.73	695,180,246	21.50	14,946,375.29
Net of Exempt					0.00
Industrial	2.9489%	2,744,592.71	127,667,300	21.50	2,744,846.95
SUBTOTAL	96.1467%		7,409,432,738		89,485,000.83
Personal	3.8533%	3,586,333.58	166,825,350	21.50	3,586,745.03
TOTAL	100.0000%		7,576,258,088		93,071,745.86

Board of Assessors of

NEEDHAM

MUST EQUAL 100%

City / Town / District

NOTE : The information was Approved on 12/14/2010.

Hoyt B. Davis, Director, Needham, 781-455-7507

12/13/2010 12:02 PM I am signing on behalf of the Needham Board o...

Assessor

Date

(Comments)

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By

Andrew Nelson

Date :

14-DEC-10

Approved :

Dennis Mountain

Director of Accounts



(Gerard D. Perry)

NEEDHAM

City / Town / District

Amounts to be raised

Ia. Appropriations (col.(b) through col.(e) from page 4) \$ 130,345,271.05

Iib. Other amounts to be raised

1. Amounts certified for tax title purposes	12,500.00
2. Debt and interest charges not included on page 4	0.00
3. Final court judgements	0.00
4. Total overlay deficits of prior years	0.00
5. Total cherry sheet offsets (see cherry sheet 1-ER)	56,059.00
6. Revenue deficits	0.00
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00
8. Authorized Deferral of Teachers' Pay	0.00
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00
10. Other (specify on separate letter)	41,000.00

TOTAL Iib (Total lines 1 through 10)

109,559.00

Iic. State and county cherry sheet charges (C.S. 1-EC)

1,080,311.00

Iid. Allowance for abatements and exemptions (overlay)

1,584,556.86

Iie. Total amount to be raised (Total Iia through Iid)

\$ 133,119,697.91

Estimated receipts and other revenue sources

IIIa. Estimated receipts - State

- Cherry sheet estimated receipts (C.S. 1-ER Total)
- Massachusetts school building authority payments

\$ 8,227,013.00
745,381.00

TOTAL IIIa

8,972,394.00

IIIb. Estimated receipts - Local

- Local receipts not allocated (page 3, col(b), Line 23)
- Offset Receipts (Schedule A-1)
- Enterprise Funds (Schedule A-2)
- Community Preservation Funds (See Schedule A-4)

7,125,664.00
0.00
16,492,878.05
2,065,199.00

TOTAL IIIb

25,683,741.05

IIIc. Revenue sources appropriated for particular purposes

- Free cash (page 4, col.(c))
- Other available funds (page 4, col.(d))

0.00
1,823,780.00

TOTAL IIIc

1,823,780.00

IIId. Other revenue sources appropriated specifically to reduce the tax rate

- Free cash..appropriated on or before June 30, 2010
- Free cash..appropriated on or after July 1, 2010
- Municipal light source
- Teachers' pay deferral
- Other source :

3,568,037.00
0.00
0.00
0.00
0.00

TOTAL IIId

3,568,037.00

IIIe. Total estimated receipts and other revenue sources

\$ 40,047,952.05

(Total IIIa through IIId)

V. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from Iie)	\$	133,119,697.91
b. Total estimated receipts and other revenue sources (from IIIe)	\$	40,047,952.05
c. Total real and personal property tax levy (from Ic)	\$	93,071,745.86
d. Total receipts from all sources (total IVb plus IVc)	\$	133,119,697.91

LOCAL RECEIPTS NOT ALLOCATED *

TAX RATE RECAPITULATION

NEEDHAM

City/Town/District

	(a) Actual Receipts Fiscal 2010	(b) Estimated Receipts Fiscal 2011
==> 1 MOTOR VEHICLE EXCISE	3,879,790.45	3,250,000.00
==> 2 OTHER EXCISE	389,215.26	385,000.00
==> 3 PENALTIES AND INTEREST ON TAXES AND EXCISES	310,909.77	265,000.00
==> 4 PAYMENTS IN LIEU OF TAXES	82,039.51	70,000.00
5 CHARGES FOR SERVICES - WATER	0.00	0.00
6 CHARGES FOR SERVICES - SEWER	0.00	0.00
7 CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
8 CHARGES FOR SERVICES - TRASH DISPOSAL	0.00	0.00
9 OTHER CHARGES FOR SERVICES	1,045,244.86	900,000.00
10 FEES	92,045.65	75,000.00
11 RENTALS	172,796.15	140,000.00
12 DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
13 DEPARTMENTAL REVENUE - LIBRARIES	61,490.56	55,000.00
14 DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
15 DEPARTMENTAL REVENUE - RECREATION	278,220.45	250,000.00
16 OTHER DEPARTMENTAL REVENUE	371,067.22	320,000.00
17 LICENSES AND PERMITS	1,150,531.88	800,000.00
18 SPECIAL ASSESSMENTS	4,854.23	0.00
==> 19 FINES AND FORFEITS	189,097.72	165,000.00
==> 20 INVESTMENT INCOME	497,129.13	325,000.00
==> 21 MISCELLANEOUS RECURRING (PLEASE SPECIFY)	85,863.40	72,500.00
22 MISCELLANEOUS NON-RECURRING (PLEASE SPECIFY)	335,606.40	53,164.00
23 TOTALS	\$ 8,945,902.64	\$ 7,125,664.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the Fiscal 2011 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Michelle T. Vaillancourt, Town Accountant, Needham, 781-455-7500

12/13/2010 10:38 AM

Accounting Officer

Date

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2010 estimated receipts to FY2011 estimated

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING

TAX RATE RECAPITULATION

NEEDHAM

FISCAL 2011

City / Town / District

APPROPRIATIONS							AUTHORIZATIONS	
							MEMO ONLY	
City / Town Council or Town Meeting Dates	FY*	(a) Total Appropriations of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts (See A-1), Enterprise Funds (See A-2), or Community Preservation Fund (See A-4)	(f) *** Revolving Funds (See A-3)	(g) Borrowing Authorization
05/03/2010	2011	55,000.00	55,000.00	0.00	0.00	0.00	268,100.00	1,236,300.00
05/05/2010	2011	122,984,032.00	108,767,568.00	0.00	921,913.00	13,294,551.00	819,000.00	0.00
05/10/2010	2010	918,031.05	0.00	0.00	721,917.00	196,114.05	0.00	0.00
05/10/2010	2011	767,500.00	0.00	0.00	0.00	767,500.00	0.00	0.00
05/12/2010	2010	300,000.00	0.00	0.00	100,000.00	200,000.00	0.00	0.00
05/12/2010	2011	4,631,964.00	1,500,564.00	0.00	50,000.00	3,081,400.00	0.00	850,000.00
1/08/2010	2011	192,675.00	83,476.00	0.00	0.00	109,199.00	0.00	325,000.00
1/10/2010	2011	496,069.00	464,848.00	0.00	29,950.00	1,271.00	0.00	4,000,000.00
Totals		130,345,271.05	110,871,456.00	0.00	1,823,780.00	17,650,035.05		
		Must Equal Cols. (b) thru (e)						

hereby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

NEEDHAM Theodora K. Eaton, Town Clerk, Needham, 781-455-7510

City/Town/District

Clerk

12/13/2010 9:21 AM

Date

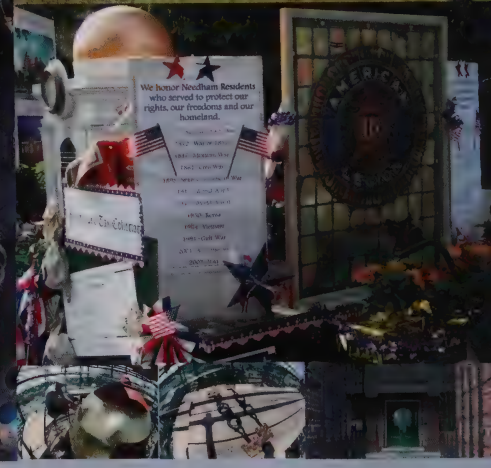
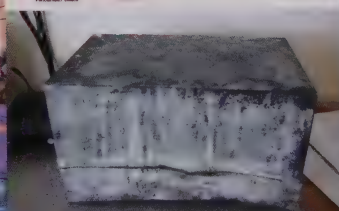


dancing with the NEEDHAM stars

Meet the stars!

 Arlene Mahoney Arlene Mahoney, 72, is a retired teacher and a member of the Needham Stars.	 Linda Comerford Linda Comerford, 72, is a retired teacher and a member of the Needham Stars.
 Debbie Garcia Debbie Garcia, 72, is a retired teacher and a member of the Needham Stars.	 Bill Denny Bill Denny, 72, is a retired teacher and a member of the Needham Stars.
 John McCarthy John McCarthy, 72, is a retired teacher and a member of the Needham Stars.	 Gloria DeBenedictis Gloria DeBenedictis, 72, is a retired teacher and a member of the Needham Stars.
 Michael Pappas Michael Pappas, 72, is a retired teacher and a member of the Needham Stars.	 Susan Denny Susan Denny, 72, is a retired teacher and a member of the Needham Stars.

SATURDAY MARCH 6, 2011
click here for details



A.M. Sulkin Co.
80 Cambridge Street
Charlestown, MA 02129
617-242-5959
Reorder #

17935

